

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REORGANIZATION MEETING MINUTES
February 8, 2023**

The Reorganization Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, February 8, 2023 at 4:30 p.m. in the Administration Building, 188 Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Voorman called the meeting to order at 4:30 p.m.

ROLL CALL

Members Present: David Runfeldt (*arrived 4:33 pm*), Raymond Verdonik, Arthur Schmidt, David Kohle, Jerry Notte, Robert Voorman

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

Also Present: Thomas Bongiovanni, Executive Director, Ernest DeGraw, Plant Superintendent; Brian Carey, Authority Engineer; Karen Napolitano, Secretary; John Napolitano, 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 Progress, Herald News, Record, and Suburban Trends newspapers.

OATH OF PUBLIC OFFICERS

At this time the meeting was turned over to Attorney John Napolitano to give the Oath of Office to Raymond Verdonik who was reappointed for a 5-year term. The Board congratulated him.

NOMINATING COMMITTEE

Chairman Voorman called for the report of the Nominating Committee. Mr. Notte presented the nominations: Chairman: David G. Kohle; Vice Chairman: David A. Runfeldt; Treasurer: Raymond Verdonik; Secretary: Jerry J. Notte

Chairman Voorman asked if there were any other nominations from the floor. There were none.

A motion was made by Mr. Kohle, seconded by Mr. Verdonik, to close the nominations.

AYES: Kohle, Verdonik, Schmidt, Notte, Voorman

ABSENT: Runfeldt, Boorady, Campisi

A motion was made by Mr. Notte, seconded by Mr. Verdonik, to approve the slate of nominees as presented.

AYES: Notte, Verdonik, Schmidt, Kohle, Voorman

ABSENT: Runfeldt, Boorady, Campisi

Appointed Officers: Chairman – David G. Kohle, Pequannock
Vice Chairman – David A. Runfeldt, Lincoln Park
Treasurer – Raymond Verdonik, PRBRSA
Secretary – Jerry J. Notte, Fairfield

The appointees were congratulated by the Board. Mr. Kohle took over the role of Chairman. The Board thanked Mr. Voorman for his service.

APPOINTMENT OF COMMITTEES

Chairman Kohle recommended keeping the committees as they currently stand, substituting Mr. Voorman for Mr. Kohle. The Board had no objections.

RESOLUTIONS FOR REORGANIZATION MEETING

Mr. Bongiovanni addressed the first four resolutions that pertain to the Reorganization Meeting. Resolutions #23-005, Designation of Signatories for Disbursements, Resolution #23-006, Designation of Official Newspapers, Resolution #23-007, Schedule of Meetings and Posting Procedures, and Resolution #23-008, Interest Rate for Late Payment of Annual Charges, were approved by the following vote:

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

RESOLUTION #23-005: Designation of Signatories for Disbursements

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 (hereinafter the "Authority");

NOW, THEREFORE, Be It Resolved that the Authority designates 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, David G. Kohle, and in his absence, Vice-Chairman, David A. Runfeldt
2. Treasurer, Raymond Verdonik, and in his absence, Secretary, Jerry J. Notte
3. Executive Director, Thomas Bongiovanni, and in his absence, Secretary to the Board, Karen Napolitano

Napolitano

Signatories:

David G. Kohle, Chairman

David A. Runfeldt, Vice Chairman

Raymond Verdonik, Treasurer

Jerry J. Notte, Secretary

Thomas Bongiovanni
Executive Director

Karen Napolitano
Secretary to the Board

RESOLUTION #23-006: Designation of Official Newspapers

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "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. THE PROGRESS
100 South Jefferson Road, Suite 104
Whippany, NJ 07981
2. THE SUBURBAN TRENDS
505 Main Street
Butler, NJ 07405
3. THE RECORD
1 Garret Mountain Plaza
P.O. Box 471
Woodland Park, NJ 07424
4. HERALD NEWS
1 Garret Mountain Plaza
P.O. Box 471
Woodland Park, NJ 07424

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

RESOLUTION #23-007: Schedule of Meetings and Posting Procedures

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 meetings 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 (hereinafter the "Authority"), as follows:

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 Progress
- b. The Suburban Trends
- c. The Record
- d. Herald News

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.

RESOLUTION #23-008: Interest Rate for Late Payment of Annual Charges

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 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 Reorganization Meeting of February 9, 2022.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that for the fiscal year 2023 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 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.

REAPPOINTMENT OF PROFESSIONAL STAFF

Mr. Bongiovanni addressed the next three resolutions for the appointment of professional staff, noting that the Authority received one proposal for General Counsel and three proposals for Consulting Engineer. He referred to the summary of proposals and the memo regarding the CE responses that was previously emailed to the Board and discussed each proposal. Resolutions #23-009, Authorize Award of Contract for General Engineering Consulting Services, Resolution #23-010, Authorize Award of Contract for Auditing Services, and Resolution #23-011, Authorize Award of Contract for General Legal Services, were approved by the following vote:

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

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

ABSENT: Boorady, Campisi

RESOLUTION #23-009: Authorize Award of Contract for General Engineering Consulting Services

WHEREAS, there exists a need for General Engineering Consulting Services, including LSRP, IPP Management Services and GIS Services, for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter 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 three (3) proposals for these professional services; 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 January 18, 2023 proposal received from Mott MacDonald, LLC for the Authority's General Engineering Consulting Services is acceptable and Mott MacDonald is retained in accordance with its proposal, commencing on March 1, 2023 for a period of one (1) year, in an amount not to exceed \$83,200.00 plus any additional services required at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not to exceed \$50,000.00.

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.

RESOLUTION #23-010: Authorize Award of Contract for Auditing Services

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; 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 firm of Wielkotz & Company, LLC is retained in accordance with its proposal dated January 13, 2023 as Authority Auditor, commencing on March 1, 2023 for a period of one (1) year, in an amount not to exceed \$22,500.00 plus any additional services required in connection with NJIB projects or GASB compliance at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not exceed \$10,000.00.

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.

RESOLUTION #23-011: Authorize Award of Contract for General Legal Services

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; and

WHEREAS, the Authority has received one (1) proposal for these professional services; 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 January 16, 2023 proposal of Cleary Giacobbe Alfieri Jacobs, LLC for General Legal Services is acceptable and the firm of Cleary Giacobbe Alfieri Jacobs, LLC is retained as Authority Attorney, in accordance with its proposal, commencing on March 1, 2023 for a period of one (1) year, in an amount not to exceed \$75,000.00.

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

MINUTES APPROVAL

Mr. Verdonik called for a motion to approve the Regular Meeting Minutes of January 11, 2023, seconded by Mr. Notte.

AYES: Verdonik, Notte, Schmidt, Voorman, Kohle

ABSTAINED: Runfeldt

ABSENT: Boorady, Campisi

REPORTS OF COMMITTEES

FINANCE

Mr. Notte presented the Treasurer's Report for the month of February (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. Bongiovanni presented the Personnel Actions for the month of February (attached), noting that two employees recently earned licenses. Mr. Bongiovanni then discussed the Wage & Salary Guide, noting his intention to present future reports in November to better coordinate with the December employee raises.

Mr. Voorman called for a motion to approve the Personnel Actions, seconded by Mr. Runfeldt.

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

ABSENT: Boorady, Campisi

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table. Mr. DeGraw reported that the Authority received an affirmative defense from the DEP regarding the effluent excursions TBSA experienced during the shutdown and restart of the plant during the cold weather. Mr. DeGraw thanked John Scheri of Mott MacDonald and the NJDEP for their assistance on this matter.

PLANNING and EXPANSION

Mr. Boorady was absent. Mr. Bongiovanni had nothing to report.

CONSTRUCTION

Mr. Verdonik had nothing to report.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report. Mr. Bongiovanni reported on the LIHWAP program for low income property owners whose water and sewer accounts are in arrears. AEA has requested we make our towns aware of this program.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt had nothing to report.

MANAGEMENT REPORT

Mr. Bongiovanni mentioned that the Service Agreements Consolidation Committee will be meeting following this meeting. Mr. Bongiovanni reported that the DEP had issued an administrative order which offers protection to Authorities from unpermitted discharge actions by the NJDEP for reporting PFAS sampling results. A copy of the Order can be found in the Correspondence file. He recommended that the Authority share its sampling data, noting that there is a resolution on the agenda regarding same.

Mr. Bongiovanni also noted the Board Members Contact Information on the table. He requested that the Board Members review the information and advise if there are any changes. He also noted the Wage & Salary Report and Organizational Chart on the table for the Board's information.

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

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.

RESOLUTION #23-012: Authorize Award of Contract for Safety and Health Training Services

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; 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 firm of Skyline Environmental, Inc. is retained in accordance with its proposal dated January 11, 2023 for Safety and Health Training and Safety Related Services, commencing on March 1, 2023 for a period of one (1) year in an amount not to exceed \$65,865.00 plus any additional services performed at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not to exceed \$20,000.00.

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

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

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

ABSENT: Boorady, Campisi

RESOLUTION #23-013: Authorize Award of Contract for Special Legal Services Environmental Counsel

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

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; 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 January 11, 2023 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, 2023 for a period of one (1) year, in an amount not to exceed \$20,000.00.

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 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.

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

RESOLUTION #23-014: Authorize Additional Engineering Services for Solids Disposal Building Boiler Replacement

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"), has received a request from Mott MacDonald ("MM") for authorization for additional Engineering Services for the Solids Disposal Building Boiler Replacement; and

WHEREAS, the additional engineering services are for items beyond the scope of the services previously approved; and

WHEREAS, by Resolution dated February 9, 2022, the Authority awarded the General Consulting Engineer's Agreement (hereinafter the "Agreement") to MM; and

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

WHEREAS, the Authority wishes to retain MM to provide additional engineering services for the Solids Disposal Building Boiler Replacement in an amount not to exceed \$40,000.00; 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 authorized under its General Consulting Engineer's Agreement to provide additional engineering services for the Solids Disposal Building Boiler Replacement in accordance with its January 25, 2023 proposal, in an amount not to exceed \$40,000.00.

<u>SERVICES</u>	<u>PREVIOUSLY APPROVED</u>	<u>REVISED</u>
Engineering Services for Solids Disposal Building Boiler Replacement	\$290,500.00	\$330,500.00

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

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

RESOLUTION #23-015: Authorize Submission of PFAS Sampling Results to the NJDEP

WHEREAS, on January 17, 2023, the State of New Jersey Department of Environmental Protection issued Administrative Order No. 2023-01 regarding the testing and reporting of per- and polyfluoroalkyl substances ("PFAS"); and

WHEREAS, pursuant to Administrative Order No. 2023-01 the Department of Environmental Protection seeks PFAS data from the treatment entities and assured that this data is not intended for use in an unpermitted PFAS discharge enforcement action against cooperating parties; and

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority") desires to comply with the Department of Environmental Protection's request and provide its PFAS data in accordance with Administrative Order No. 2023-01; and

WHEREAS, it has been determined that it is in the best interest of the Authority to authorize the reporting of PFAS data to the State of New Jersey Department of Environmental Protection; and

NOW THEREFORE, be it Resolved by the Pequannock, Lincoln Park and Borough of Lincoln Park as follows:

1. That the Executive Director shall be enabled to direct the collection, testing and reporting of PFAS data to the State of New Jersey Department of Environmental Protection.

2. The Executive Director is hereby authorized to take any additional action necessary to collect, test and report the PFAS data in accordance with this Resolution and Administrative Order No. 2023-01.

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

RESOLUTION #23-016: Operating Vouchers Approval (copy attached)

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

RESOLUTION #23-017: Construction Fund Vouchers (copy attached)

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

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Verdonik, seconded by Mr. Schmidt, and all in favor, the meeting was adjourned at 5:02 p.m.



Jerry J. Notte, Secretary
Dated: February 8, 2023



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 2/8/23

Period Ending January 31, 2023

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$6,198,578.15	
Certificates of Deposit - Revenue	\$7,000,000.00	
Operating Checking Account	97,451.07	
Payroll Checking Account	141,008.15	
Renewal & Replacement	1,516,776.36	
Certificates of Deposit - R&R	<u>4,000,000.00</u>	\$18,953,813.73

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,829,793.94	
Certificates of Deposit - Construction	\$4,000,000.00	
General	<u>0.00</u>	<u>5,829,793.94</u>

TOTAL FUNDS JANUARY 31, 2023

\$24,783,607.67

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$401,462.29 *	
Payroll - Salaries & Wages	183,298.45	
- Benefits	42,750.76 *	
- Taxes	<u>13,420.47</u>	\$640,931.97

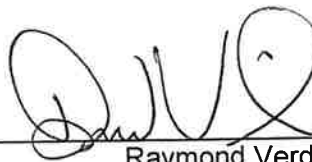
CONSTRUCTION

925.50 *

TOTAL EXPENDITURES FOR JANUARY 2023

\$641,857.47

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



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

February 8, 2023

<u>Licenses Earned:</u>			<u>Effective Date</u>
M. Andrew Nix	Repairman III	S-1 License	2/12/2023
Brian Carey	Authority Engineer	C-2 License	2/12/2023

Approve 2023 Wage & Salary Guide

See Attached

Also Attached:

Current Wages and Salaries List
2023 TBSA Organizational Chart

OPERATING
RESOLUTION #22-016

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 #23425 through #23498 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
AAA Advanced Plumbing & Drain		23425	1,150.00	Park Ave CCTV Sewer Inspection	51.33
Accurate Pest Control, Inc.		23426	89.17	Pest Control/Jan'23	51.41
AEA		23427	5,683.00	Regular Member Dues	31.22
Amazon		23428	77.79	Color Ink Cartridges	31.33
American Wear		23429	507.06	Uniforms	51.43
Borough of Lincoln Park Water		23430	1,488.89	Lincoln Boulevard (10/1-12/31/22)	51.14
Cain & Sons Fire Equipment, Inc.		23431	1,324.00	Annual Extinguisher Inspection	51.44
Chubb		23432	16,163.35	Boiler & Machinery Coverage Policy	51.48
Clark Transmission Co.		23433	10.25	Set Collar/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs		23434	2,000.00	General & Retainer/Dec'22	51.58
Corrosion Products, Inc.		23435	24,190.00	Rotating Assembly & Motor/Makeup Pump#1	61.10
Corrosion Testing Labs, Inc.		23436	6,500.00	Failure Analysis/Corroded Pump Shaft	61.10
Costello's Hardware		23437	12.12	Markers/Operations	51.31
Costello's Hardware			43.16	Green Marking Paint/Operations	51.35
Costello's Hardware			15.29	Broom/Shop Supplies	51.41
Direct Energy Business		23438	75,790.48	Plant Electric (12/20-1/19/23)	51.11
Donna Peteja		23439	577.19	Retiree Health Benefits/Feb'23	21.12R
Dynamic Equipment, LLC		23440	800.00	Vibration Analysis/Odor Control Blowers	51.33
Engineered Solutions Corp.		23441	1,932.00	Computer Support/Operations	51.52
Engineered Solutions Corp.			792.00	Instrumentation Troubleshooting	51.56
Environmental Resource Assoc.		23442	846.82	Qtrly Lab Samples/1 of 4	51.65
Eurofins Lancaster Labs		23443	42.50	Ions Wastewater Testing	51.65
Fairfield Maintenance Inc.		23444	2,225.00	Annual A/B Operator/UST's	51.62
Fairfield Maintenance Inc.		23445	320.00	Monthly UST Inspection/Dec'22	51.65
FedEx		23446	28.96	Postage	31.34
Finch Fuel Oil Co. Inc.		23447	18,825.28	Fuel Oil	51.13
Fisher Scientific		23448	147.17	Chemicals/Lab	51.42
Garden State Laboratories		23449	380.00	Chemical Analysis/Dec'22	51.65
GE Digital LLC		23450	9,526.36	Renewal/Support iFIX SCADA Software	51.52
Global Equipment Company, Inc.		23451	142.94	Under Desk Heater/Shop Supplies	51.31
Grainger, Inc.		23452	163.30	Task Chair/Shop Supplies	31.31
Grainger, Inc.			1,933.51	Shop Supplies & Tools	51.31
Grainger, Inc.			169.92	Aerosol Lubricant/Shop Supplies	51.34
Grainger, Inc.			22.46	Dust Pan/Shop Supplies	51.41
Grainger, Inc.			246.96	Magnetic Stir Plate/Lab	51.42
Grainger, Inc.			110.64	Traffic Cones/Shop Supplies	51.44
Home Depot		23453	135.73	Shop & Operations Supplies	51.31
ICL Calibrations Laboratories, Inc.		23454	556.76	Traceable Thermometer Calibration	51.65
Idexx Laboratories		23455	1,530.57	Lab Supplies	51.42
Industrial Video and Control		23456	1,595.00	Cameras/Annual Software Support	51.52
Institute for Prof. Development		23457	100.00	Webinars (2/15 & 3/29)	31.24
Jersey Central Power&Light		23458	15,459.36	Plant	51.11
Jersey Central Power&Light			6,833.03	Pumpstations	51.12
Lorraine Tuohy		23459	700.00	Retiree Health Benefits/Feb'23	21.12R
McMaster-Carr Supply Co.		23460	2,237.57	Shop Supplies/Headworks Flowmeter	51.31
McMaster-Carr Supply Co.			120.07	Grease/Shop Supplies	51.34
Michael E. Solla		23461	700.00	Retiree Health Benefits/Feb'23	21.12R
Momar, Inc.		23462	620.80	Grease Blocks/PPS	51.31
Motion Ai		23463	3,863.00	PLC Annual Support Renewal	51.52

Payee	Check #	Voucher #	Amount	Description	Account
Mott MacDonald Group, Inc.		23464	467.51	Odor Control	51.53
Mott MacDonald Group, Inc.		23465	2,000.00	General Consulting/Jan'23	51.53
Mott MacDonald Group, Inc.		23466	585.88	Permitting Tasks	51.63
Mott MacDonald Group, Inc.		23467	4,266.00	IPP Services 2022-2023	51.63
Mott MacDonald Group, Inc.		23468	712.50	Solids Building Boiler	61.25
New Jersey Hills Media Group		23469	63.97	Legal Notice Contract Award (ESC)	31.32
New Jersey Manufacturers Ins.		23470	8,691.00	Workers Comp/Pym't #2 of 11	51.48
Olympic Wire & Cable Corp.		23471	100.00	Wire/Plant Sewer	51.31
Omni Services, Inc.		23472	167.10	Shop Supplies	51.31
Optimum (Cablevision)		23473	181.08	Internet Service (1/16-2/15/23)	31.35
Passaic Valley Sewerage		23474	40,945.00	Liquid Sludge (1/1-1/31/23)	51.55D
Precision Electric Motor Works		23475	53,108.00	Remove/Rebuild/Reinstall Effluent Pump	61.10
Primepoint, LLC		23476	229.12	Payroll Processing/Jan'23	31.38
PSE&G		23477	2,226.17	Jane & Fairfield Roads	51.12
PSE&G		23478	3,406.71	Glenroy Road	51.12
R&D Trucking		23479	23,519.67	Sludge Removal (1/1-1/31/23)	51.55H
Raritan Supply Company		23480	3,548.00	Parts/Pressure Filter#2 Effluent	61.10
Robert N. Bongiovanni		23481	700.00	Retiree Health Benefits/Feb'23	21.12R
Shimadzu Scientific Instruments		23482	5,675.00	PM Agreement/Analyzer (12/15/22-12/14/23)	51.56
Staples		23483	80.42	Office Supplies	31.33
State of NJ/Pensions & Benefits		23484	51,784.04	Health & Dental Benefits	21.11
Syna-Flow Technologies		23485	2,850.00	Bi Annual Service/ML Blowers	51.33
TBSA/Karen Napolitano		23486	145.96	Office Supplies/Plant/Admin	31.33
TBSA/Petty Cash		23487	11.27	Mileage/PO&Bank	31.21
TBSA/Petty Cash			114.85	Food/Board Mtg (1/11)	31.36
Technical Components Co., Inc.		23488	11,671.81	Electric Actuator/CPS	61.10
Trojan UV		23489	8,116.77	Seal Kits/UV System	61.10
United Cooling & Refrigeration Inc.		23490	1,562.50	PM/Feb-Apr'23/Pym't 4 of 4	51.33
USA Blue Book		23491	1,495.23	Lab Supplies	51.42
USALCO Baltimore Plant, LLC		23492	10,691.08	Polyaluminum Chloride	51.25
Verizon		23493	746.64	Telephone (1/20-2/27/23)	31.35
Verizon Wireless		23494	381.44	PS Modems	31.37
W. B. Mason Co., Inc.		23495	258.19	Office Supplies	31.33
W. B. Mason Co., Inc.			16.47	Wipes/Admin	51.41
W. B. Mason Co., Inc.			22.54	Masking Tape/Lab	51.42
Wayne Electrical Supply		23496	391.50	LED Rab Lamp/Shop Supplies	51.31
William Murphy		23497	700.00	Retiree Health Benefits/Feb'23	21.12R
Willis of New Jersey, Inc.		23498	2,883.45	Renew Pollution Liability-Tank	51.48

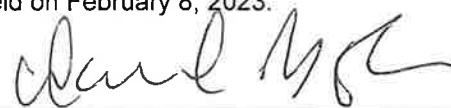
2023 BUDGET TOTAL

453,246.33

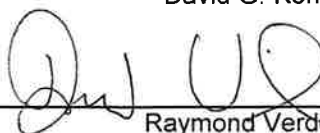
Rare the Steak House	(2,400.00)	Bookkeeping Correction	51.47
Rare the Steak House	2,460.00	Bookkeeping Correction	51.47

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 8, 2023.

Dated: February 8, 2023



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

CONSTRUCTION
RESOLUTION #22-017

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 #1067 through #1067 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.

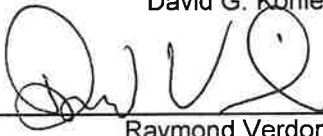
Payee	Check #	Voucher #	Amount	Description	Account
Engineered Solutions Corp.		1067	925.50	Control Enhancements/Headworks	81.10
2023 BUDGET TOTAL			925.50		

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 8, 2023.

Dated: February 8, 2023



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board