

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JUNE 14, 2017 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, June 14, 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, Raymond Verdonik, Richard Phelan, Arthur Schmidt, Anthony Campisi, Raymond Kerwin

ABSENT: David Runfeldt (*excused*), Jerry Notte (*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 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. Voorman, seconded by Mr. Phelan, the Regular and Closed Session Meeting Minutes of May 17, 2017 were approved by the following vote:

VOTED AYE: VOORMAN, PHELAN, VERDONIK, SCHMIDT, KERWIN

ABSTAINED: CAMPISI

ABSENT: NOTTE, RUNFELDT

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of June (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe.

PURCHASING and PERSONNEL:

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

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

ABSENT: NOTTE, RUNFELDT

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that flows are up due to the rain. Mr. DeGraw reported that there was an incident with the UV which blew out 30 of the ballasts when the power feed was switched for the construction. There was never a

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problem disinfecting. The Authority is working with Mott MacDonald to investigate the cause. A meter is being installed to monitor the power to assist in the investigation.

PLANNING and EXPANSION:

Mr. Notte was absent.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. He reported that Project 1 is 71% complete and Project 2 is 91% complete.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt was absent. Mr. Jacobs discussed the new Local Finance Notice which will require the Authority include language in its resolutions certifying the availability of funds for contracts and providing a dollar amount for all contracts. Mr. Jacobs also noted that two new bills have been introduced regarding electronic bidding and NJEIT funding.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had nothing to 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.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

CORRESPONDENCE:

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

PUBLIC DISCUSSION:

There was no public present.

CHANGE ORDERS:

None

RESOLUTIONS:

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #17-039, Authorize Purchase of Flygt Jockey Pump for CPS under PVSC Co-op Purchasing Contract No. A987-8, was approved by the following vote:

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

RESOLUTION #17-039

Authorizing Purchase of Flygt Submersible Pump

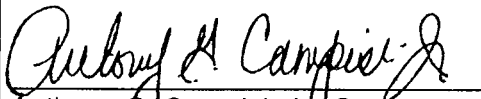
WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has determined that there exists a need to purchase one (1) new Flygt Model NT3301.185 Submersible Dry Pit Wastewater Pump, accessories and spare parts; and

WHEREAS, the Authority is authorized under the North Jersey Wastewater Cooperative Pricing System to purchase, under PVSC Contract Number A987-8, the new Flygt Model NT3301.185 Submersible Dry Pit Wastewater Pump, accessories and spare parts in accordance with the requirements of the Authority;

NOW, THEREFORE, Be It Resolved that the Pequannock, Lincoln Park and Fairfield Sewerage Authority authorizes the use of PVSC Contract Number A987-8, awarded to Pumping Services, Incorporated, 201 Lincoln Boulevard, Middlesex, New Jersey 08846, to purchase the Flygt pump, accessories and spare parts in an amount not to exceed \$73,128.15.

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

ATTEST:


Anthony G. Campisi, Jr, Secretary
Dated: June 14, 2017


Raymond J. Kerwin, Chairman

On motion by Mr. Phelan, seconded by Mr. Voorman, Resolution #17-040, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #17-041, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Phelan, and all in favor, Resolution #17-042, Closed Session, was approved.

RESOLUTION #17-042

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

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 6/14/17

Period Ending May 31, 2017

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$10,566,770.25	
Operating Checking Account	\$23,594.62	
Payroll Checking Account	\$241,678.55	
Renewal & Replacement	<u>\$4,623,352.77</u>	\$15,455,396.19

CONSTRUCTION AND GENERAL

Construction Improvements	\$3,019,818.56	
General	<u>236,924.07</u>	<u>\$3,256,742.63</u>

TOTAL FUNDS MAY 31, 2017		<u><u>\$18,712,138.82</u></u>
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MONTHLY EXPENDITURES:

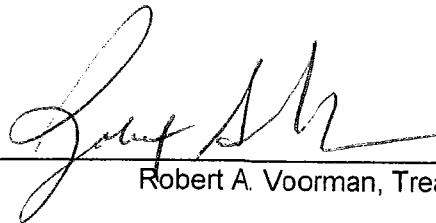
OPERATIONS AND ADMINISTRATION

Operating Bills	\$280,826.60 *	
Payroll - Salaries & Wages	160,022.18	
- Benefits	37,302.79 *	
- Taxes	<u>11,703.75</u>	\$489,855.32

CONSTRUCTION		<u>109,232.07 *</u>
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TOTAL EXPENDITURES FOR MAY 2017		<u><u>\$599,087.39</u></u>
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* Amount shown has not been deducted from above account balances.



Robert A. Voorman, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

June 14, 2017

			<u>Increase</u>	<u>Effective Date</u>
<u>Anniversary</u>				
Richard Eickhoff	Employed:	23 Years	2.5%	6/17/2017
	Lead Shift Operator	13 Years		

OPERATING

RESOLUTION #17-040

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 #18018 through #18095 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.

2017 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
AA Electric - NJ		18018	64.00	Relays/SPS	51.31
Accurate Pest Control, Inc.		18019	89.17	Pest Control/May'17	51.41
ADP, Inc (Louisville)		18020	490.33	Payroll Processing Charges	31.38
American Express/RNB		18021	242.57	Hotel/QPA & AEA/Business Expenses	31.21
American Express/RNB			55.00	Member Rewards Annual Fee	31.22
American Wear		18022	345.14	Uniforms	51.43
Aqua Pro-Tech Laboratories		18023	100.00	Chemical Analysis/Rec'd 4/7/17	51.65
AWISCO		18024	89.63	Nickel Electrodes/Shop Supplies	51.31
Balco Industries, Inc.		18025	134.00	Wipes/Plant Supplies	51.41
Borough of Lincoln Park Water & Sewer		18026	195.51	Pumpstations (2/1-4/30/17)	51.14
Cablevision		18027	146.81	Internet Service (5/16-6/15/17)	31.35
Cleary Giacobbe Alfieri Jacobs, LLC		18028	1,094.50	Ser/Gen'l & Retainer thru Apr'17	51.58
Constellation NewEnergy, Inc.		18029	40,577.02	Plant (4/21-5/22/17)	51.11
Constellation NewEnergy, Inc.			3,083.88	Pumpstations (4/5-5/4/17)	51.12
Cooper Electric Supply Co.		18030	151.09	Fuses/UV	51.31
Costello's Hardware		18031	8.99	Diamond Blade/Shop Supplies	51.31
Costello's Hardware			53.07	Paint/Operations	51.35
Eaton Corporation		18032	1,889.08	Emerg Svc/Computer UPS	51.52
Engineered Solutions Corp.		18033	30.00	Monthly Off-Site Backup Storage - N/C	51.52
Engineered Solutions Corp.			228.91	Antenna Mount Assy/JPS - NC	51.52
Engineered Solutions Corp.			866.88	Symantec Software Renewal-N/C	51.52
Engineered Solutions Corp.			3,905.00	Computer Support/Operations	51.52
Environmental Resource Assoc.		18034	913.29	Qtrly Lab Samples/2 of 4	51.65
Ferraioli, Wielkotz, Cerullo & Cuva		18035	16,400.00	Annual Audit/FY 2016	51.57
Ferraioli, Wielkotz, Cerullo & Cuva			2,350.00	Single Audit/MD&A	51.67
Fisher Scientific		18036	600.30	Lab Supplies	51.42
Fleet Pump & Service Group Inc.		18037	1,650.00	Ser/UV System	51.33
Flexline		18038	561.00	Hoses/Shop Supplies	51.31
Flow Assessment Services LLC		18039	2,350.00	Calibration & Reports/Flow Meters (4)	51.56
Garden State Laboratories		18040	849.00	Chemical Analysis	51.65
Grainger, Inc.		18041	627.00	Battery Pack/LED Bulbs	51.31
Grainger, Inc.			178.38	Paint/Diffuser Pipe	51.35
Grainger, Inc.			165.25	Tow Equipment/Trucks	51.36
Grainger, Inc.			147.00	Soap Refill/Operations	51.41
Grainger, Inc.			72.49	Lab Supplies	51.42
Grainger, Inc.			773.54	Danger Signs/Safety Clothing/Oxygen Sensor	51.44
Grainger, Inc.			125.84	Insect Killer	51.54
Interstate Waste Services		18042	1,245.24	Service/May'17	51.51
JCI Jones Chemicals, Inc.		18043	2,490.34	Sodium Hypochlorite	51.23
Jersey Central Power&Light		18044	16,934.98	Plant	51.11
Jersey Central Power&Light			4,812.67	Pumpstations	51.12
Maraziti Falcon, LLP		18045	484.00	NJPDES Permit - Apr'17	51.68
Marvel Optics, LLC		18046	85.21	Safety RX Eyewear/R. Schuch	51.44
McMaster-Carr Supply Co.		18047	493.05	Vegetation Killer/Garden Hose Fittings	51.54
Melfast, Inc.		18048	794.00	Stainless Nuts/2ndStg Aerator#3	51.31
Mott MacDonald Group, Inc.		18049	405.68	WWTP Fuel Storage Tanks	51.53
Mott MacDonald Group, Inc.			1,650.00	Gen'l Consulting/May'17	51.53
Mott MacDonald Group, Inc.			2,528.42	Central Access Chamber	51.53
Mott MacDonald Group, Inc.		18050	4,489.38	Intermediate Settling Tank	51.53
Mott MacDonald Group, Inc.		18051	328.00	LSRP Service	51.63
Mott MacDonald Group, Inc.		18052	1,022.31	Groundwater LSRP Service	51.63
Mott MacDonald Group, Inc.		18053	2,422.03	2017 IPP	51.63
Mott MacDonald Group, Inc.		18054	5,125.20	PCB Monitoring	51.63
Mott MacDonald Group, Inc.		18055	2,048.39	Interceptor System Assess	61.24
New Jersey Manufacturers Ins. Co.		18056	6,031.33	W.Comp/Pym't #6 of 11	51.48
NJDEP/NJPDES Permit		18057	23,357.59	Envir Reg. DSW10002/DST130001	51.62

NJWEA, Registrar	18058	119.00	Regist/Mini Workshop/7 Employees	31.24
NJWEA, Registrar	18059	2,140.00	Regist/NJWEA Conference/7 Employees	31.24
One Call Concepts	18060	155.00	One Call Messages/Apr-May'17	51.62
Passaic Valley Sewerage Commission	18061	30,544.00	Liquid Sludge (4/16/17-5/15/17)	51.55D
Pitney Bowes (Supplies)	18062	193.97	Ink/Sealing Solution	31.33
Pitney Bowes/Reserve Account/Postage	18063	500.00	Postage for Meter	31.34
PSE&G	18064	128.82	PS/Jane Rd.	51.12
PSE&G	18065	783.23	PS/Fairfield Rd.	51.12
PSE&G	18066	923.67	PS/Glenroy Rd.	51.12
R&D Trucking	18067	21,184.00	Sludge Removal 5/1-5/31/17	51.55H
Rachles/Michele's Oil Company	18068	2,438.76	No Lead Regular Gas	51.34
Reiner Pump Systems, Inc.	18069	5,223.00	Repl/1st WAS Pump#1	61.10
Semel's Embroidery, Inc.	18070	603.75	Shirts/Employees & Board	51.43
SH Technical Services, Inc.	18071	657.06	Svc/Lab Humidifier	51.42
Sherwin Williams	18072	454.69	Paint/Operations	51.35
Skyline Environmental	18073	3,242.50	Health & Safety Training	51.64
State of NJ/Pensions & Benefits/SHBP	18074	1,837.18	Dental Benefits	21.12
State of NJ/Pensions & Benefits/SHBP		46,063.81	Health Benefits	21.12
TBSA/Donna Peteja	18075	456.57	Expenses/NJWEA Conference (5/8-5/12)	31.21
TBSA/Donna Peteja		300.00	Cell Phone Dec-May'17	31.35
TBSA/Ernest DeGraw	18076	324.15	Expenses/NJWEA Conference (5/8-5/12)	31.21
TBSA/Ernest DeGraw		300.00	Cell Phone Dec'16-May'17	31.35
TBSA/Ernest DeGraw		125.00	Steel Toe Boots	51.43
TBSA/Joseph Gibson	18077	160.00	Expenses/NJWEA Conference (5/9-5/11)	31.21
TBSA/Joseph Gibson		300.00	Cell Phone Dec-May'17	31.35
TBSA/Nicholas Stein	18078	358.87	Expenses/NJWEA Conference (5/9-5/11)	31.21
TBSA/Nicholas Stein		300.00	Cell Phone Dec-May'17	31.35
TBSA/Patrick Tuohey	18079	333.91	Expenses/NJWEA Conference (5/8-5/12)	31.21
TBSA/Patrick Tuohey		300.00	Cell Phone Dec-May'17	31.35
TBSA/Patrick Tuohey		125.00	Steel Toe Safety Boots	51.43
TBSA/Patrick Tuohey		118.86	Food/Construction Mtg (6/6)	51.47
TBSA/Petty Cash	18080	27.00	Exp/RNB/AEA Conf (4/25-4/26)	31.21
TBSA/Petty Cash		7.57	Reimbursements (5/10-5/31)	31.36
TBSA/Petty Cash		79.85	Food/Board Mtg (5/17)	31.36
TBSA/Richard Walter	18081	160.00	Expenses/NJWEA Conference (5/9-5/11)	31.21
TBSA/Richard Walter		300.00	Cell Phone Dec-May'17	31.35
TBSA/Robert N. Bongiovanni	18082	310.00	Expenses/QPA & NJWEA (5/2-5/4 - 5/8-5/11)	31.21
TBSA/Robert N. Bongiovanni		222.33	Cell Phone 3/21-4/20/17	31.35
TBSA/William Murphy	18083	160.00	Expenses/NJWEA Conference (5/9-5/11)	31.21
TBSA/William Murphy		300.00	Cell Phone Dec-May'17	31.35
USA Blue Book	18084	663.94	Lab Supplies	51.42
USALCO Baltimore Plant, LLC	18085	4,850.14	Polyaluminum Chloride	51.25
Verizon	18086	624.85	Telephone 5/17	31.35
Verizon		2,228.12	Lease Lines 5/17	31.37
Verner-Cadby Ford	18087	3,670.52	Rprs/Engine/F350 Truck	51.36
W. B. Mason Co., Inc.	18088	70.77	Calculator	31.31
W. B. Mason Co., Inc.		573.06	Office Supplies	31.33
Wallington Plumbing & Heating Supply	18089	154.16	Shop Supplies	51.31
Water Environment Federation	18090	2,920.00	Renewal WEF Memberships/21 Employees	31.22
Wayne Auto Supply	18091	1,019.82	Batteries/Plant & CPS Generator	51.31
Wayne Auto Supply		3.77	Paint/Shop Supplie	51.35
Wayne Electrical Supply Company	18092	684.84	Fuses/Switches/UV & Aerator	51.31
WEB Insurance Consultants	18093	2,000.00	ConsultSer/Review Policies	51.48
Willis of New Jersey, Inc.	18094	27,297.00	Renew/Package w/Auto Pym't#3	51.48
Xylem Water Solutions U.S.A., Inc.	18095	1,353.56	Ser/Godwin Pump#1 PM	51.33

2017 BUDGET TOTAL

328,727.59

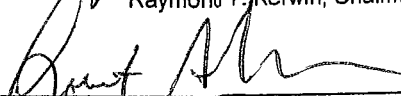
Engineered Solutions Corp.	37446	17673	(22,766.01) Bookkeeping Corrections	51.52
Engineered Solutions Corp.	37446	17673	22,766.01 Bookkeeping Corrections	31.31
Engineered Solutions Corp.	37505	17732	(17,622.00) Bookkeeping Corrections	51.52
Engineered Solutions Corp.	37505	17732	17,622.00 Bookkeeping Corrections	31.31

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 June 14, 2017.

Dated: June 14, 2017



Raymond T. Kerwin, Chairman



Robert A. Voorman, Treasurer



Karen Napolitano, Recording Secretary

CONSTRUCTION

RESOLUTION #17-041

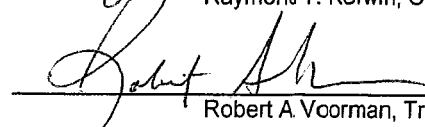
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #0803 through #0806 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

2017 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch		0803	56,687.40	Project#1/Construction Phase	84.23
Cleary Jacobbe Alfieri Jacobs, LLC		0804	1,572.50	Plant Improvements/ Apr'17	84.41
DeMaio Electrical Co., Inc.		0805	48,068.06	Pym't #21/PPS Modifications	84.34
Mott MacDonald Group, Inc.		0806	2,904.11	Project #2/PS Construction	84.33
2017 BUDGET TOTAL			109,232.07		

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Dated: June 14, 2017


Raymond T. Kerwin, Chairman


Robert A. Voorman, Treasurer


Karen Napolitano, Recording Secretary