

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
March 9, 2022

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, March 9, 2022 at 4:30 p.m. in the Administration Building, 188 Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Voorman called the meeting to order at 4:32 p.m.

ROLL CALL

Members Present: David Runfeldt (*arrived 4:36*), Thomas Boorady, Raymond Verdonik, David Kohle, Arthur Schmidt, Robert Voorman

Absent: Jerry Notte, Anthony Campisi (*excused*)

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent, Karen Napolitano, Secretary to the Board; Brian Carey, Assistant Authority Engineer; John Napolitano and Victoria Holmes, 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.

MINUTES APPROVAL: February 9, 2022 (Reorganization Meeting)

Mr. Verdonik called for a motion to approve the Reorganization Meeting Minutes of February 9, 2022, seconded by Mr. Schmidt.

AYES: Verdonik, Schmidt, Boorady, Kohle, Voorman

ABSENT: Runfeldt, Notte, Campisi

REPORTS OF COMMITTEES

FINANCE

Mr. Voorman presented the Treasurer's Report for the month of March (copy attached), the monthly financial reports for Mott MacDonald and Cleary Giacobbe, and the vouchers. He recommended the vouchers be paid as presented, noting that there are no Construction Vouchers.

PURCHASING and PERSONNEL

Mr. Bongiovanni presented the Personnel Actions for the month of March.

PLANT OPERATIONS

Mr. Schmidt referenced the Operating Report on the table, noting that the flows were all below their allocations except for Fairfield. Mr. DeGraw reported that restarting the process following the 2-week bypass was going very well until the cold weather hit and the nitrifying bacteria did not reproduce as expected. The Authority was able to source and utilize approximately 96,000 gallons of activated sludge from the Hanover Sewerage Authority, and as of today everything is back to normal. Mr. DeGraw noted we have been in constant contact with the DEP and the Authority has requested an affirmation defense.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik noted the Construction Report on the table. Mr. Bongiovanni reported that the work on Project 2019-4 work has been completed and final payment is on the voucher list for approval.

INSURANCE and LEGISLATIVE REVIEW

Mr. Kohle had nothing to report. Mr. Napolitano discussed a pending bill regarding borrowing money from the trust. Mr. Bongiovanni reported that the insurance company has determined that the damage to the transformer was not due to lightning, therefore increasing the deductible to \$100,000. He noted that the transformer is now back online. He also reported that we received our first check from FEMA to cover costs related to the remnants of Hurricane Ida. There are still open claims of approximately \$86,000.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt had nothing to report.

MANAGEMENT REPORT

Mr. Bongiovanni stated that due to scheduling conflicts, he would like to request rescheduling the April Board Meeting to April 20th. On motion by Mr. Schmidt, seconded by Mr. Verdonik, the April meeting was moved to April 20, 2022.

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

ABSENT: Notte, Campisi

Mr. Bongiovanni reported that the DEP is moving quickly to impose regulations and limits on PFAS in wastewater. AEA has formed a PFAS subcommittee to monitor this issue which TBSA is a part of. TBSA started sampling for PFAS quarterly and the numbers are currently well under the federal guidelines. He noted that the treatment technologies currently available are not very cost efficient. A discussion ensued regarding treatment and determining the sources of PFAS.

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: Assignment of Committees

Mr. Voorman referred to the Committee Assignment list on the table, noting that the Committee appointments will remain the same.

CORRESPONDENCE

All members received copies of the correspondence prior to the meeting. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION

There was no public present.

CHANGE ORDERS

None

RESOLUTIONS:

RESOLUTION #22-019: Payment of Operating Vouchers (copy attached)

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

ADJOURNMENT:

There being no further business to come before the Authority, on motion by Mr. Kohle, seconded by Mr. Boorady, and all in favor, the meeting was adjourned at 4:56 p.m.



David A. Runfeldt, Secretary
Dated: March 9, 2022



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 3/9/22

Period Ending February 28, 2022

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$14,181,167.66	
Operating Checking Account	19,017.83	
Payroll Checking Account	216,071.69	
Renewal & Replacement	<u>6,184,729.92</u>	\$20,600,987.10

CONSTRUCTION AND GENERAL

Construction Improvements	\$4,021,329.00	
General	<u>236,924.07</u>	<u>4,258,253.07</u>

TOTAL FUNDS FEBRUARY 28, 2022		<u><u>\$24,859,240.17</u></u>
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MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$361,598.62 *	
Payroll - Salaries & Wages	180,873.16	
- Benefits	375,723.00 *	
- Taxes	<u>13,357.16</u>	\$931,551.94

CONSTRUCTION		<u>0.00 *</u>
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TOTAL EXPENDITURES FOR FEBRUARY 2022		<u><u>\$931,551.94</u></u>
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* Amount shown has not been deducted from above account balances.

Jerry J. Notte
for Jerry J. Notte, Treasurer

Karen Napolitano
Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

March 9, 2022

Resignation

Effective Date

Kevin Delaney
Current Position:

Employed:
Operator I

1.5 Years
0.5 Years

3/6/2022

OPERATING
RESOLUTION #22-019

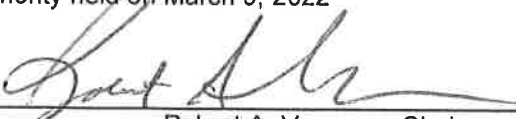
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #22558 through #22633 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

2022 BUDGET Payee	Check #	Voucher #	Amount	Description	Account
Accurate Pest Control		22558	89.17	Pest Control/Feb'22	51.41
AEA		22559	770.00	Conference Registration	31.24
Amazon		22560	413.98	Keurig Coffee Maker/Shredder	31.31
Amazon			136.38	Laptop Battery/Caster Set	51.31
American Wear		22561	423.26	Uniforms	51.43
Applied Analytics, Inc.		22562	2,375.00	Transceiver/Transducer/Hypo Tank	51.31
Applied Analytics, Inc.		22563	2,485.00	Calibration Flow Meter (2/22/21)	51.56
Borough of Lincoln Park Water		22564	675.42	Hydrants & Pumpstations Water (11/1-2/28)	51.14
Cintas First Aid & Safety		22565	388.92	First Aid Kits/Pumpstations	51.44
Clark Transmission Co.		22566	237.12	Sleeves/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs		22567	1,831.00	General & Retainer/Jan'22	51.58
Costello's Hardware		22568	117.83	Shop Supplies	51.31
Costello's Hardware			11.69	Drain Cleaners/Shop Supplies	51.41
Coyne Chemical		22569	1,964.00	Hydrated Lime	51.31
Cummins Power Systems, LLC		22570	1,020.42	Service Coolant Vent Line/UV Generator	51.33
Electronic Drives and Controls		22571	1,099.70	Service UV Wiper	51.32
Engineered Solutions Corp.		22572	525.00	Equipment/Operations	51.52
Engineered Solutions Corp.			1,200.00	Annual Off-Site Backup Storage	51.52
Engineered Solutions Corp.			1,416.90	Annual Domain Name/Reflexion	51.52
Engineered Solutions Corp.			8,355.75	Computer Support/Operations	51.52
Engineered Solutions Corp.			3,003.00	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			3,693.75	Rehab Pressure Filter #2	61.10
EnviroZyme		22573	2,785.45	Nitrification Control Products	51.42
Fairfield Maintenance Inc.		22574	320.00	Monthly UST Inspections/Feb'22	51.65
Finch Fuel Oil Co. Inc.		22575	35,956.26	Fuel Oil/Plant	51.13
Fisher Scientific		22576	1,069.03	Lab Supplies	51.42
Flow Assessment Services LLC		22577	2,350.00	Calibration & Reports Flow Meters	51.56
Garden State Laboratories		22578	1,490.00	Chemical Analysis/Jan'22	51.65
Grainger, Inc.		22579	2,544.83	Shop Tools & Supplies	51.31
Grainger, Inc.			353.68	Housekeeping Supplies	51.41
Home Depot		22580	407.08	Shop & Operations Supplies	51.31
Home Depot			169.00	Wet-Dry Vac/Operations	51.41
Home Depot			47.24	Cold Weather Gloves/Operations	51.44
Industrial Video and Control		22581	1,595.00	Cameras/Annual Software Support	51.52
Jersey Central Power & Light		22582	513.96	Pumpstations Electric	51.12
Lorraine Tuohey		22583	700.00	Retiree Health Benefits/March 2022	21.12R
Maxon Supplies LLC		22584	1,025.80	Masks/Gloves/Operations	51.44
McMaster-Carr Supply Co.		22585	871.94	Shop Tools & Supplies	51.31
McMaster-Carr Supply Co.			873.76	Antifatigue Mats/Lab	51.42
MGL Printing Solutions		22586	164.00	Checks/Operating Account	31.33
Motion Industries		22587	622.24	Jaw Coupling/2nd Stage Aerator Gearbox	61.10
Mott MacDonald Group, Inc.		22588	412.50	Electrical SCADA	51.53
Mott MacDonald Group, Inc.			425.96	2nd Stage Isolation Work	51.53
Mott MacDonald Group, Inc.		22589	1,925.00	General Consulting/Feb'22	51.53
Mott MacDonald Group, Inc.		22590	1,080.00	Permit Assistance	51.63
Mott MacDonald Group, Inc.		22591	2,025.00	IPP Services 2021-2022	51.63
Mott MacDonald Group, Inc.		22592	46.75	Solid Disposal Building Boiler	61.10
Mott MacDonald Group, Inc.		22593	1,292.50	Medium Voltage Transformers	61.10
Mott MacDonald Group, Inc.		22594	3,879.25	Medium Voltage Transformers	61.10
Mott MacDonald Group, Inc.		22595	233.75	Interceptor Sewer Rehab	61.24

2022 BUDGET Payee	Check #	Voucher #	Amount	Description	Account
Nestle Pure Life		22596	571.08	Water Feb 2022	51.14
New Jersey Manufacturers Ins.		22597	7,009.00	Workers Comp/Pym't #3 of 11	51.48
NJDEP/Environmental Lab. Certif.		22598	1,915.00	Renew Lab Certification Fee	51.62
NJWEA, Registrar		22599	1,800.00	Seminar Registrations/11 Employees	31.24
North East Technical Sales, Inc.		22600	8,855.00	Transmitters/Sensors/PS Air Monitors/Flood	61.10
Omni Services, Inc.		22601	1,876.00	Wash Down Hoses/Plant Supplies	51.31
One Call Concepts		22602	120.47	One Call Messages/Jan-Feb'22	51.62
Optimum (Cablevision)		22603	180.68	Internet Service (2/6-3/15/22)	31.35
Passaic Valley Sewerage		22604	37,620.00	Liquid Sludge (2/1-2/28/22)	51.55D
Precision Electric Motor Works		22605	5,865.00	Rebuild Jockey Pump/DPS Pump #4	51.33
Primepoint, LLC		22606	415.70	Payroll Processing/Feb'22	31.38
PSE&G		22607	1,992.03	Jane & Fairfield Rds/Electric	51.12
PSE&G		22608	2,474.70	Glenroy Rd/Electric	51.12
R&D Trucking		22609	20,196.00	Sludge Removal (2/1-2/28/22)	51.55H
Rare The Steak House		22610	2,400.00	Board Holiday Dinner	51.47
Recorder Publishing Co., Inc.		22611	198.33	Legal Notices	31.32
Robert Bongiovanni		22612	700.00	Reitree Health Benefits/March 2022	21.12R
Russell Reid		22613	943.80	Dumpster & Waste Disposal/Feb 2022	51.51
Sigma-Aldrich		22614	244.20	Lab Supplies	51.42
Skyline Environmental, Inc.		22615	6,897.50	Bloodborne Pathogens Training	51.64
Spectraserv, Inc.		22616	73,740.00	Residual Solids Removal & Tank Cleaning	61.10
Staples		22617	25.99	Office Supplies	31.33
State of NJ/Pensions & Benefits		22618	337,344.00	Annual Employer Pension Liability	21.11
State of NJ/Pensions & Benefits		22619	45,866.08	Health & Dental Benefits	21.12
TBSA/Karen Napolitano		22620	91.25	Office Supplies/Admin	31.33
TBSA/Petty Cash		22621	7.72	Mileage/Bank	31.21
TBSA/Petty Cash			114.34	Food/Board Mtg (2/9)	31.36
TBSA/Petty Cash			12.00	Ice/Lab	51.42
Technical Components Co., Inc.		22622	36,990.00	Rotork Actuators/DPS & CPS/Flood	61.10
United Business Systems		22623	528.00	Canon Copier Lease	31.31
United Cooling & Refrigeration Inc.		22624	687.50	Service Corroded Pump/Lab HVAC Unit	51.33
USA Blue Book		22625	1,713.14	Lab Supplies	51.42
USALCO Baltimore Plant, LLC		22626	13,097.78	Polyaluminum Chloride	51.25
Verizon		22627	882.94	Telephone (1/28-3/27/22)	31.35
Verizon Wireless		22628	382.30	Modems (Jan-Feb)	31.37
W. B. Mason Co., Inc.		22629	633.16	Office Supplies	31.33
W. B. Mason Co., Inc.			27.99	Flash Drives	51.52
Wayne Electrical Supply		22630	493.00	Shop Supplies	51.31
William Murphy		22631	700.00	Reitree Health Benefits/March 2022	21.12R
Willis of New Jersey, Inc.		22632	30,963.00	Insurance Package w/Auto Pym't #2	51.48
Wind River Environmental		22633	820.75	Pump Truck/Plugged Manhole	51.33
2022 BUDGET TOTAL			744,808.70		

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 March 9, 2022

Dated: March 9, 2022


Robert A. Voorman, Chairman


Jerry J. Notte, Treasurer


Karen Napolitano, Secretary to the Board