

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating report on the table, noting that flows were down due two months of low rainfall.

PLANNING and EXPANSION:

Mr. Kerwin had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. He updated the Board regarding an issue with the pitch of the grit building floor at the plant. Mr. Scheri noted that a response from the contractor was received today regarding the floor and will be reviewed and discussed at the next Board Meeting. Mr. Verdonik noted that Project 1 is currently approximately 21% complete and Project 2 is 47% complete. Mr. Scheri commented that the issue regarding the form liners for the walls mentioned at last month's meeting has been addressed.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Jacobs had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had no formal report.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla was absent.

ENGINEER'S REPORT:

Mr. Scheri distributed copies of the monthly Engineers Report 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.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
MAY 11, 2016 **6:00 pm** **REGULAR MEETING**

WHEREAS, Chapter 48 P.L.1999 provides eligible participating local employers considerable flexibility to manage their post-retirement medical costs; and

WHEREAS, the Authority has determined it is in its best interest to revise its current Retirement Health Care Reimbursement Policy; and

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

1. The Authority hereby authorizes the limited payment of health insurance at retirement for its employees who have met the required conditions and with the following limitations:

- a. The employee must have been hired by the Authority prior to April 1, 2016.
- b. The employee must have a minimum of twenty-five (25) years of service at the Authority.
- c. The retired employee must be at least fifty-seven (57) years old.
- d. The Authority's reimbursement to the employee shall not exceed seven hundred dollars (\$700) per month.
- e. The limited reimbursement of retirement benefits shall be limited to a period of ten (10) years for the eligible employee.

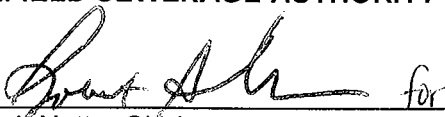
2. This resolution is in accordance with the Collective Bargaining Agreement between the Authority and the United Public Service Employees Union which represents the union employees of the Authority.

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

ATTEST:



Raymond T. Kerwin, Secretary
Dated: May 11, 2016


Jerry J. Notte, Chairman

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #16-035, Award of Contract for Refurbishing and Modifying Piping at Pump Stations, was approved by the following vote:

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

RESOLUTION #16-035

Award of Contract to Refurbish and Modify Piping at Pump Stations

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority advertised for bids to refurbish and modify piping within pipe cleaning access chambers at two pumping stations and received two (2) bids on May 3, 2016;

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
MAY 11, 2016 **6:00 pm** **REGULAR MEETING**

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

1. The contract is hereby awarded to the low bidder, Montauk Services, Inc., in the amount of \$39,600.00, in accordance with its bid and the specifications.
2. The Chairman is hereby authorized and directed to execute a contract in accordance with the terms of this resolution.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

ATTEST:



Raymond T. Kerwin, Secretary
Dated: May 11, 2016

 for
Jerry J. Notte, Chairman

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #16-036, Payment of the Operating Vouchers was approved by the following vote (copy attached):

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

On motion by Mr. Phelan, seconded by Mr. Campisi, Resolution #16-037, Payment of the Construction Vouchers was approved by the following vote (copy attached):

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

On motion by Mr. Kerwin, seconded by Mr. Verdonik and all in favor, Resolution #16-038, Closed Session, was approved.

RESOLUTION #16-038

Closed Session

WHEREAS, The Open Public Meeting Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting at which the public body discusses certain matters for which confidentiality is required as permitted in Section 7b of the Act;

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

1. The following matters are to be discussed by the Authority on a confidential basis as provided for in Section 7b of the Act:
 - a) Legal Matters
2. The matters will be considered at this meeting, and the public shall not be admitted to this discussion.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
MAY 11, 2016 6:00 pm REGULAR MEETING

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:

 for

Jerry J. Notte, Chairman

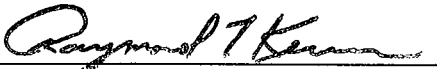


Raymond T. Kerwin, Secretary

Dated: May 11, 2016

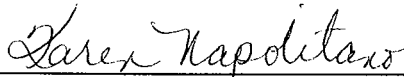
The meeting went into Closed Session at 6:18 p.m. and returned to Open Session at 6:37 p.m.

On motion by Mr. Schmidt, seconded by Mr. Kerwin and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 6:37 p.m.



Raymond T. Kerwin, Secretary

Dated: May 11, 2016



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD
SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 5/11/16

Period Ending April 30, 2016

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Operating Checking Account	\$38,014.28	
Payroll Checking Account	\$270,417.41	
Revenue Account	<u>\$8,163,829.62</u>	\$8,472,261.31

CONSTRUCTION

General	\$236,924.07	
Renewal & Replacement	\$3,039,580.34	
Construction Improvements	<u>\$2,858,196.64</u>	<u>\$6,134,701.05</u>

TOTAL FUNDS APRIL 30, 2016		<u><u>\$14,606,962.36</u></u>
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MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating - Bills, Benefits, etc.	\$282,331.88 *	
Payroll - Salaries & Wages (net)	\$91,842.44 **	
- Taxes	\$50,402.08 **	
- 3rd Party Payments	<u>\$22,189.46 **</u>	\$446,765.86

CONSTRUCTION

\$909,506.89 *

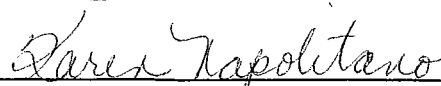
TOTAL EXPENDITURES FOR APRIL 2016

\$1,356,272.75

* 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

May 11, 2016

Anniversary:

			<u>Increase</u>	<u>Effective</u>
Donna Lee Peteja	Employed:	24 Years	2.5%	5/15/2016
	Lab Manager:	12 Years		

3 Month Review:

Hector Cadavid	Employed:	3 Months	\$500.00	4/25/2016
	Repairman Trainee:	3 Months		

Promotion:

Jason Tillery	Employed:	8 Years	\$5,000.00	5/29/2016
Current Position:	Operator III:	5 Years		
New Position:	Lead Shift Operator			

Salary Adjustment:

Gregory Daly	Employed:	28 Years	\$671.00	5/15/2016
	Lead Shift Operator:	8 Years		

Richard Eickhoff	Employed:	22 Years	\$1,578.00	5/15/2016
	Lead Shift Operator:	12 Years		

Reassignment:

Robert Villanova	Employed:	31 Years		5/29/2016
Current Position:	Lead Shift Operator:	10 Years		
New Position:	Operator III			

Approve Wage & Salary Guide (effective 5/15/16)

Approve License Increases (per attached schedule)

PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY

WAGE AND SALARY GUIDE

Approved: May 11, 2016

<u>POSITION</u>	<u>CY 2015 (existing)</u>		<u>CY 2016 (proposed)</u>	
	<u>from:</u>	<u>to:</u>	<u>from:</u>	<u>to:</u>
Operator Trainee	\$30,000	\$35,000	\$36,500	\$41,000
Operator I	\$36,000	\$44,000	\$42,000	\$49,000
Operator II	\$43,000	\$61,000	\$48,000	\$64,000
Operator III	\$52,000	\$65,000	\$56,500	\$68,000
Lead Shift Operator	\$62,000	\$75,000	\$63,500	\$77,000
Repairman Trainee	\$30,000	\$35,000	\$36,500	\$41,000
Repairman I	\$36,000	\$44,000	\$42,000	\$49,000
Repairman II	\$43,000	\$61,000	\$48,000	\$64,000
Repairman III	\$52,000	\$65,000	\$56,500	\$68,000
Assistant Foreman	\$62,000	\$79,000	\$65,000	\$81,000
Assistant Lab Technician	\$37,000	\$45,000	\$37,500	\$45,500
Lab Technician	\$44,000	\$57,000	\$44,500	\$58,000
Sr Lab Tech/Process Coordinator	\$54,000	\$70,000	\$55,500	\$72,000
Secretary / Receptionist	\$37,000	\$50,500	\$38,000	\$52,000
Bookkeeper	\$38,500	\$51,000	\$39,500	\$52,500
Office Mgr/Sec'y to the Board	\$58,000	\$78,000	\$59,500	\$80,000
Department Head	\$73,000	\$97,000	\$75,000	\$99,500
Staff Engineer	\$88,000	\$114,000	\$90,500	\$117,000
Comp. Instrumentation Tech.	\$61,000	\$83,000	\$62,500	\$85,000
Operator/Lab Tech/Process Coord.	N/A	N/A	\$63,500	\$77,000
Summer Help (per hour)	\$8.50	\$12.50	\$8.75	\$13.00

In addition to the above:

- a. Employees who obtain State Treatment Plant or Collection System Operating Licenses will be entitled to increases in annual salary in accordance with the following schedule:

<u>Class</u>	<u>Treatment Plant</u>	<u>Collection System</u>
1	\$1,000.00	\$500.00
2	\$1,200.00	\$600.00
3	\$2,000.00	\$1,000.00
4	\$2,200.00	\$1,100.00

- b. Night Differential: \$0.45 per hour - evening shift (3:00-11:00)
\$0.50 per hour - night shift (11:00-7:00)
- c. On Call Pay (formerly Beeper Pay): \$100.00 per week
- d. Temporary Supervisor Pay: \$0.50 per hour
- e. Cell Phone Allowance: \$50.00 per month (applies to Superintendent, Dept. Heads (3), Ass't Maint. Foreman, Staff Engineer, and Computer Instrumentation Tech.)

TBSA EMPLOYEE LICENSES

<u>Employee</u>	<u>License</u>	<u>Previous Increase</u>	<u>New Rate</u>	<u>Increase</u>
Ernest C. DeGraw	S-4	1,500	2,200	700
	C-4	300	1,100	800
William J. Murphy, Jr.	S-2	500	1,200	700
	C-2	200	600	400
Nicholas J. Stein	S-3	1,000	2,000	1,000
	C-2	125	600	475
Richard Walter	S-1	400	1,000	600
	C-1	100	500	400
Joseph Gibson	S-3	1,000	2,000	1,000
	C-1	75	500	425
Patrick Tuohey	S-4	1,500	2,200	700
	C-2	200	600	400
Gregory Daly	S-1	300	1,000	700
	C-1	75	500	425
Richard Eickhoff	S-1	400	1,000	600
Robert Villanova	S-2	500	1,200	700
Leonardo Menna	S-1	400	1,000	600
Jason Tillery	S-3	1,000	2,000	1,000
Gerald DeBonte	S-2	500	1,200	700
Stephen Sussmann	S-1	400	1,000	600
Total		10,475	23,400	12,925

	Current Rates		New Rates	
	S	C	S	C
1	400	100	1,000	500
2	500	200	1,200	600
3	1000	300	2,000	1,000
4	1500	400	2,200	1,100

OPERATING

RESOLUTION # 16-036

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 #17231 through #17300 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 #
A.W. Chesterton Co.		17231	7,692.93	Bushings/MechSeals/Backwash Pump#1 Repair	b51.31
Accurate Pest Control, Inc.		17232	89.17	Pest Control/Apr'16	b51.41
Accurate Waste Systems, Inc.		17233	4,150.00	Vactor Svcs/Vacuum Solids/Disposal	b51.33s
ADP, Inc (Louisville)		17234	395.12	Payroll Processing Chrg	b31.38
Allen Paper & Supply Co.		17235	960.39	Cleaning Supplies	b51.41
American Express/RNB		17236	15.00	EZ Pass/Business Expenses	b31.21
Aqua Pro-Tech Laboratories		17237	3,007.00	Chemical Analysis/Rec'd 3/1-3/30-16	b51.65
Borough of Lincoln Park Water & Sewer Cablevision		17238	1,076.75	Two Bridges Rd & PS'	b51.14
Clark Transmission Co.		17239	144.90	Internet Service (4/16-5/15/16)	b31.35
Cleary Giacobbe Alfieri Jacobs, LLC		17240	67.35	Pts/Plant Supplies/2ndStg RAS#3 Motor	b51.31
Costello's Hardware		17241	3,003.60	ser/Gen'l & Retainer/Mar'16	b51.58
Engineered Solutions Corp.		17242	15.30	Pts/JPS	b51.31
Engineered Solutions Corp.		17243	30.00	Equip/Operations - N/C	b51.52
Engineered Solutions Corp.			3,982.00	Comp Supp/Operations	b51.52
Engineered Solutions Corp.			275.00	Inst TS/Engrg	b51.56
Engineered Solutions Corp.			330.00	Thickener Sludge Flow/Scavenger Tank	b61.20
Fairfield Maintenance Inc.		17244	520.00	Monthly UST Inspection/Mar & Apr'16	b51.65
FedEx		17245	70.52	Postage	b31.34
Finch Fuel Oil Co. Inc.		17246	6,423.44	Fuel Oil/Plant & PS' (4/6)	b51.13
Fisher Scientific		17247	250.70	Lab Supplies	b51.42
Fleet Pump & Service Group Inc.		17248	2,253.66	Wiper Canisters/Sensor Sleeves/UV System	b51.31
Flexline		17249	521.28	PVC Tubing/Hose/Shop Supplies	b51.31
Flow Assessment Services LLC		17250	2,350.00	Calibration & Reports/Flow Meters (4)	b51.56
GenServe Inc.		17251	1,000.00	Ser/PMServ"B"/PS'	b51.33
Grainger, Inc.		17252	3,323.57	ShopSupplies/Pts/PlantSewerPump/Interm.Drives	b51.31
Grainger, Inc.			54.24	Shop Towel Rolls	b51.41
Grainger, Inc.			126.00	Lab Supplies/Gloves	b51.42
Grainger, Inc.			489.82	Gloves/Traffic Cones	b51.44
Hach Company		17253	1,305.36	Lab Supplies	b51.42
Hatch Mott MacDonald		17254	18,277.93	Groundwater LSRP Service	b51.63
Interstate Waste Services		17255	2,727.18	Service/Apr & Mar'16	b51.51
JAD Corporation of America		17256	65.00	Stainless Steel Wipes/Operations	b51.41
JAD Corporation of America			1,000.00	Safety Gloves/Operations	b51.44
JCI Jones Chemicals, Inc.		17257	3,006.94	Sodium Hypochlorite	b51.23
Jersey Central Power&Light		17258	59,743.81	Plant	b51.11
Jersey Central Power&Light			5,352.12	PS'	b51.12
Maresca Lumber		17259	353.99	Plywood/Shop Supplies/CPS Grinder	b51.31
McMaster-Carr Supply Co.		17260	1,435.67	Pts/Shop & Plant Supplies	b51.31
McMaster-Carr Supply Co.			43.82	Vegetation Killer/Plant Supplies	b51.54
MKG Sales Associates, Inc.		17261	1,174.00	Cleaning Supplies/Operations	b51.41
New Jersey Manufacturers Ins. Co.		17262	6,539.82	W.Comp/Pym't #5 of 11	b51.48
New Jersey Safety Equipment Co.,Inc.		17263	425.03	Safety Supplies	b51.44
NJDEP/Hazardous Waste Compliance		17264	30.00	HazWaste Compliance Monitoring Fee	b51.62
One Call Concepts		17265	81.25	One Call Messages/Mar'16	b51.62
Passaic Valley Sewerage Commission		17266	30,330.00	Liquid Sludge 3/16/15-4/15/16	b51.55D
Pitney Bowes Credit Corp.		17267	210.00	Postage Meter Lease/Mar'16-May'16	b31.34
PSE&G		17268	669.68	PS/Jane Rd	b51.12
PSE&G		17269	1,906.09	PS/Fairfield Rd	b51.12
PSE&G		17270	2,822.12	Glenroy Rd	b51.12
Pumping Services, Inc.		17271	1,400.00	Intergration/Main Control Panel/CPS	b51.33
Quench USA		17272	399.00	Contract 4/1/16-3/31/17 Admin	b51.14
R&D Trucking		17273	18,328.00	Sludge Removal 4/1-4/29/16	b51.55H
Reuter & Hanney, Inc.		17274	1,032.32	Test & Inspect Switchgear/Energize FeederCable	b51.32
Samson Metal Service		17275	336.18	Miscellaneous Steel/Stock	b51.31
Sherwin Williams		17276	338.74	Paint Supplies/Operations	b51.35
Shriners Hospitals for Children		17277	100.00	Donation/William Voorman	b31.36

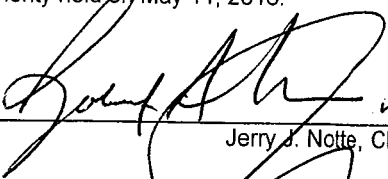
Sigma-Aldrich	17278	216.35	Chemicals/L-Ascorbic Acid/Lab Analyzers	b51.42
Skyline Environmental, Inc.	17279	7,537.50	Health & Safety Training	b51.64
State of NJ/Pensions & Benefits/SHBP	17280	1,911.93	Dental Insurance	b21.12
State of NJ/Pensions & Benefits/SHBP		49,461.26	Health Benefits	b21.12
TBSA/Ernie DeGraw	17281	373.20	Airfare/WEFTEC	b31.21
TBSA/Jason Tillery	17282	98.28	Mileage/C2 Exam	b31.21
TBSA/Jason Tillery		120.00	C2 Exam Application & License Fee	b51.61
TBSA/Karen Napolitano	17283	219.59	Admin & Board Mtg Supplies	b31.33
TBSA/Patrick Tuohey	17284	393.73	Airfare/WEFTEC	b31.21
TBSA/Petty Cash	17285	49.66	Reimburse (4/6-4/29/16)	b31.36
TBSA/Petty Cash		67.49	Exp/Training Seminar (4/22)	b31.36
TBSA/Petty Cash		86.41	Food/Board Mtg (4/6)	b31.36
Technical Components Co., Inc.	17286	157.92	Pts/Central Gate "B"	b51.31
Tek-Sales Inc.	17287	2,811.00	Plug Valves/Scavenger Line	b51.31
TGI Office Automation	17288	890.00	Maintenance/Toshiba Copier (2/7/16-2/7/17)	b31.31
Trimboli & Prusinowski	17289	2,607.50	Professional Services (3/15-4/24/16)	b51.58
UniFirst Corporation	17290	497.98	Uniforms	b51.43
United Cooling & Refrigeration Inc.	17291	1,098.75	PM/Feb'16-Apr'16/Pynt 4 of 4	b51.33
USA Blue Book	17292	1,260.41	Lab Supplies	b51.42
VanGuard Cleaning Systems	17293	323.00	Cleaning Service/May'16	b51.41
Verizon	17294	609.47	Telephones 4/16	b31.35
Verizon		2,228.12	Lease Lines 4/16	b31.37
W. B. Mason Co., Inc.	17295	20.10	Calculator/Operations	b31.31
W. B. Mason Co., Inc.		253.94	Office Supplies	b31.33
W. B. Mason Co., Inc.		7.30	Deodorizer/Admin	b51.41
W. B. Mason Co., Inc.		15.60	USB Drive	b51.52
W2Operator Training Group, LLC	17296	3,500.00	Install/New Bearing/CPS Pump#3	b51.33
Water Works Supply Company	17297	1,028.20	Gaskets/Shop Supplies	b51.31
Wayne Auto Supply	17298	278.90	Hoses/Batteries/JPS Generator	b51.31
Wayne Auto Supply		24.00	Oil Filters/Trucks PM	b51.36
Wayne Electrical Supply Company	17299	132.50	Ballasts/Lighting	b51.31
WEB Insurance Consultants	17300	2,000.00	ConsultSer/Review Policies	b51.48

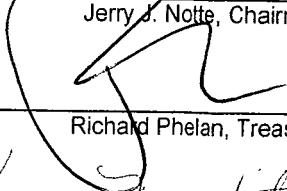
TOTAL 2016 BUDGET


282,331.88

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 May 11, 2016.

Dated: May 11, 2016


 JERRY J. NOTTE, VICE CHAIRMAN FOR
 Jerry J. Notte, Chairman


 RICHARD PHELAN, TREASURER
 Richard Phelan, Treasurer


 KAREN NAPOLITANO, RECORDING SECRETARY
 Karen Napolitano, Recording Secretary

CONSTRUCTION FUND
RESOLUTION # 16-037

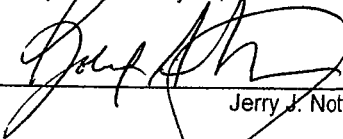
BE IT RESOLVED, By The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof, be approved for payment, and that after Vouchers #0738 through #0743 have been approved by the Chairman or the Treasurer, the Treasurer shall issue Warrants in payment thereof, when there are sufficient funds available to meet them.

2016 BUDGET

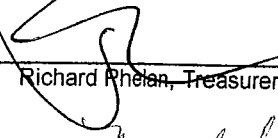
Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
Black & Veatch		0738	68,226.02	Project#1/Construction Phase	b84.23
Cleary Giacobbe Alfieri Jacobs, LLC		0739	166.50	Plant Improvements/Mar'16	b84.41
DeMaio Electrical Co., Inc.		0740	212,709.05	Pym't #8/PPS Modifications	b84.34
Hatch Mott MacDonald		0741	78.39	Hazard Mitigation	b84.10
Hatch Mott MacDonald		0742	18,136.79	Project #2/PS Construction	b84.33
Worth and Company, Inc.		0743	610,190.14	WWTP Improvements/Pynt Estimate #12	b84.24
TOTAL 2016 BUDGET			909,506.89		

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 May 11, 2016.

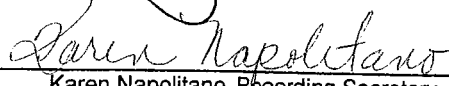
Dated: May 11, 2016



 Jerry J. Notte, Chairman
 Vice Chairman For



 Richard Pheasant, Treasurer



 Karen Napolitano, Recording Secretary