

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
May 17, 2023

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, May 17, 2023 at 4:30 p.m. in the Administration Building, 188 Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kohle called the meeting to order at 4:30 p.m.

ROLL CALL

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

Absent: David Runfeldt (*excused*), Anthony Campisi

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent; Brian Carey, Authority Engineer; Karen Napolitano, Secretary; 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: April 12, 2023 (Regular Meeting)

Mr. Verdonik called for a motion to approve the Regular Meeting Minutes of April 12, 2023, seconded by Mr. Schmidt.

AYES: Verdonik, Schmidt, Voorman, Boorady, Kohle

ABSTAINED: Notte

ABSENT: Runfeldt, Campisi

REPORTS OF COMMITTEES

FINANCE

Mr. Notte referred to the Treasurer's Report for the month of April (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. Campisi was absent. Mr. Bongiovanni presented the Personnel Actions for May.

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table, noting that flows were down. Mr. DeGraw reported that due to a large amount of rain experienced at the end of April, the effluent filters were at capacity and a portion of the secondary effluent had to be redirected to the Ultraviolet Disinfection System for three days. Effluent qualify was not affected.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik had nothing to report.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt was absent. Mr. Bongiovanni reported that a bill is being proposed, the Water Systems PFAS Liability Protect Act, which will give immunity to authorities should litigation be brought upon producers of PFAS chemicals. Proponents of the bill have requested that Authorities contact their Congressional Representatives to express support of the bill. A discussion ensued. Mr. Bongiovanni also reported on an ongoing movement referred to as a "First Amendment Audit," which involves citizens who enter public facilities, take a video recording of their self-directed tour, and then post the recording on social media.

MANAGEMENT REPORT

Mr. Bongiovanni updated the Board on the energy bids, noting that the PSEG pump stations are the only accounts not under contract at this time. The rebid for this group is scheduled for May 24, 2023. He also reported that contracts have been awarded for Grit & Screenings and Garbage Disposal. He noted that the combined price is under the budget allocation but significantly higher than the expiring contract.

Mr. Bongiovanni updated the Board on the status of the following contracts and renewals:

- a. Energy - Rates are below the budget allocation.
- b. Sludge Disposal – New 3-year contract with no increase
- c. Sludge Hauling - 1-year contract extension with no increase
- d. Grit & Screenings/Garbage Disposal - Below the budget allocation
- e. Polyaluminum Chloride – Current contract expires in September. TBSA will explore either extending the current contract or going out to bid.

Mr. Bongiovanni reported on an ongoing grease problem at the plant pump station, which the staff was able to resolve using a system constructed in-house. The system is working well and will now be installed in affected remote pump stations in the near future. Mr. DeGraw and Mr. Bongiovanni reviewed the expected savings on chemicals and labor costs, as well as initial capital costs versus available commercial systems.

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.

RESOLUTIONS

RESOLUTION #23-025: Authorize 1-Year Contract Extension for Loading, Transport, and Delivery of Liquid Sewage Sludge

WHEREAS, by previous Resolution, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority") entered into an agreement with R-D Trucking, Inc. ("R-D") for loading, transport, and delivery of liquid sewage sludge; and

WHEREAS, the original contract terms allow for a one-year contract extension; and

WHEREAS, the Authority has determined that R-D has successfully performed its contracted services; and

WHEREAS, in May 2022, the Authority approved a unit price change from \$0.0255/gallon to \$0.0273/gallon; and

WHEREAS, the approved price change was below the current index rate at that time and permissible under the Local Public Contracts Law; and

WHEREAS, the Local Public Contracts Law allows for a contract extension to include previously approved price changes; and

WHEREAS, the Authority wishes to formally authorize an extension of the agreement between the parties for a one-year period under the current terms and conditions;

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

1. The one-year extension of the agreement between the Authority and R-D Trucking, Inc. for loading, transport, and delivery of liquid sewage sludge, commencing July 1, 2023, is hereby approved.
2. The Authority is hereby authorized and directed to execute any documents necessary to effectuate the terms of this Resolution.

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

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

ABSENT: Runfeldt, Campisi

RESOLUTION #23-026: Authorize Engineering Consulting Services for PFAS Sampling Program

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority") has a need for engineering services for the PFAS Sampling Program; and

WHEREAS, One Water Consulting LLC ("One Water") has submitted a proposal dated May 4, 2023 to perform said services; and

WHEREAS, it is the Authority's desire to award a contract to One Water for this work; and

WHEREAS, a contract for professional services may be let without the requirement for bidding as set forth in the New Jersey Public Contract Law; 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. One Water Consulting LLC is hereby retained in accordance with its proposal dated May 4, 2023 for engineering services for the PFAS Sampling Program, in an amount not to exceed \$12,000.00.
2. The Executive Director is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. Notice of this contract shall be published in one of the official Authority newspapers.

MOTIONED BY: Mr. Schmidt; SECONDED BY: Mr. Boorady

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

ABSENT: Runfeldt, Campisi

RESOLUTION #23-027: Authorize Purchase of DBS Clarifier Drive Unit under North Jersey Wastewater Cooperative Pricing System

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (hereinafter the "Authority"), has determined that there exists a need for a DBS Clarifier Drive Unit; and

WHEREAS, the Authority is authorized to purchase, under the North Jersey Wastewater Cooperative Pricing System, under PVSC Contract Number B270-5, the clarifier drive unit 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 B270-5, awarded to G.M.H Associates of America, Inc., to purchase a DBS Clarifier Drive Unit in an amount not to exceed \$63,331.00.

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

RESOLUTION #23-028: Operating Vouchers Approval (copy attached)


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

RESOLUTION #23-029: Construction Vouchers Approval (copy attached)


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

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Schmidt, seconded by Mr. Notte, and all in favor, the meeting was adjourned at 4:58 p.m.



Jerry J. Notte, Secretary
Dated: May 17, 2023



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 5/17/23

Period Ending April 30, 2023

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$8,134,041.36	
Certificates of Deposit - Revenue	\$7,079,237.12	
Operating Checking Account	78,661.53	
Payroll Checking Account	234,680.63	
Renewal & Replacement	1,533,822.50	
Certificates of Deposit - R&R	<u>4,000,000.00</u>	\$21,060,443.14

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,847,547.75	
Certificates of Deposit - Construction	\$4,000,000.00	
General	<u>0.00</u>	<u>5,847,547.75</u>

TOTAL FUNDS APRIL 30, 2023

\$26,907,990.89

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$382,346.19 *	
Payroll - Salaries & Wages	191,915.29	
- Benefits	44,426.51 *	
- Taxes	<u>14,034.61</u>	\$632,722.60

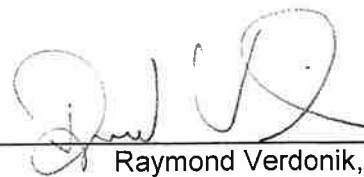
CONSTRUCTION

1,246.30 *

TOTAL EXPENDITURES FOR APRIL 2023

\$633,968.90

* 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

May 17, 2023

			<u>Effective Date</u>
<u>Promotion</u>			
Evan Napolitano	Employed:	1 Year	5/20/2023
Current Position:	Operator Trainee:	1 Year	
New Position:	Operator I		

OPERATING
RESOLUTION #23-028

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 #23674 through #23668 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
Accurate Pest Control, Inc.		23674	89.17	Pest Control/Apr'23	51.41
AGL Welding Supply Co.,Inc.		23675	625.00	Annual Tank Rentals	51.31
Allied Construction Group, Inc.		23676	5,000.00	Replace Cracked Tee/Pressure Filter #2	61.10
Allied Construction Group, Inc.		23677	29,230.00	Replace Odor Control Screen/Headworks	61.10
Amazon		23678	27.76	Writing Pads/Admin	31.33
Amazon			145.01	Water Filters/Ammonia Analyzer	51.31
American Wear		23679	417.18	Uniforms	51.43
Atlantic Health Sys-Chilton		23680	58.00	Tetanus Vaccine	51.64
Balco Industries, Inc.		23681	298.00	Gloves/Coverall Suits/Safety	51.44
Borough of Lincoln Park Water		23682	1,789.90	Lincoln Boulevard (1/1-3/31/23)	51.14
Camden Group, Inc.		23683	23,920.00	Repair Tunnel Leaks/Chemical Grouting	51.33
CES/Comprelli Equipment		23684	389.18	Service Front Gate	51.33
Cintas First Aid & Safety		23685	364.80	Re-Stock First Aid Kits	51.44
Clark Transmission Co.		23686	67.47	V-Belts/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs		23687	3,380.00	General & Retainer/Mar'23	51.58
Corrosion Products, Inc.		23688	531.05	Pump Shim Sets/Shop Supplies	51.31
Costello's Hardware		23689	179.79	Shop & Operations Supplies	51.31
Costello's Hardware			32.34	Paint Rollers/Operations	51.35
Coyne Chemical Co.		23690	2,953.50	Hydrated Lime	51.31
Direct Energy Business		23691	65,888.99	Plant Electric (3/22-4/19/23)	51.11
Donna Peteja		23692	658.83	Retiree Health Benefits/May'23	21.12R
Engineered Solutions		23693	952.00	Symantec Software Renewal	51.52
Engineered Solutions			5,382.40	Computer Support/Operations	51.52
Engineered Solutions			484.00	Instrumentation Troubleshooting	51.56
Environmental Resource Assoc.		23694	318.10	Chlorine/Yearly PT Testing	51.65
Fairfield Maintenance Inc.		23695	339.00	Monthly UST Inspection/Mar'23	51.65
Finch Fuel Oil Co. Inc.		23696	16,101.38	Fuel Oil/Plant (4/4)	51.13
First Light Technologies Inc.		23697	3,181.84	Spare Quartz Sleeves/UV System	51.31
Fisher Scientific		23698	1,691.12	Lab Supplies	51.42
Garden State Laboratories		23699	1,210.00	IPP Annual Fee/Parker Labs & Mid Atlantic	51.65
Garden State Laboratories			4,070.00	Chemical Analysis/Mar'23	51.65
GenServe Inc.		23700	3,200.20	Replace Battery Charger/DPS Generator	51.32
Grainger, Inc.		23701	5,464.91	Shop & Pumpstation Supplies	51.31
Grainger, Inc.			31.07	Lubricant/Shop Supplies	51.34
Grainger, Inc.			94.90	Danger Signs/Safety	51.44
Home Depot		23702	20.98	Water/Shop Supplies	51.14
Home Depot			42.94	Oil Cans/Operations	51.31
Home Depot			35.88	Cycle Oil/Operations	51.34
Home Depot			32.82	Dish Soap/Operations	51.41
Home Depot			38.91	Gloves/Operations	51.44
Home Depot			7.98	Pelletizer Limestone/Operations	51.54
Home Depot			260.98	Trimmer/Lime/Operations	51.54
Institute for Prof. Development		23703	200.00	Registration 4 Webinars/Tresca	31.24
Jersey Central Power & Light		23704	13,358.79	Plant	51.11
Jersey Central Power & Light			5,261.06	Pumpstations	51.12
Loraine Tuohey		23705	700.00	Retiree Health Benefits May'23	21.12R

Payee	Check #	Voucher #	Amount	Description	Account
Maple Rock Communications		23706	969.00	Install Fiber Panels & Terminations/Thickener	51.32
McMaster-Carr Supply Co.		23707	2,117.68	Shop Supplies	51.31
McMaster-Carr Supply Co.			185.21	Weed Killer/Shop Supplies	51.54
Michael E. Solla		23708	700.00	Retiree Health Benefits May'23	21.12R
Motion Ai		23709	8,550.00	Parallel Gear Drive/1st Stg Mixer Gearbox	61.1
Mott MacDonald Group, Inc.		23710	137.00	Park Avenue	51.53
Mott MacDonald Group, Inc.			896.25	Electrical	51.53
Mott MacDonald Group, Inc.		23711	2,100.00	General Consulting/Apr'23	51.53
Mott MacDonald Group, Inc.		23712	2,459.25	IPP Services 2023-2024	51.63
Mott MacDonald Group, Inc.		23713	6,011.25	LSRP Services 2023-2024	51.63
Mott MacDonald Group, Inc.		23714	2,653.00	Solids Building Boiler Replacement	61.25
New Jersey Manufacturers Ins.		23715	8,691.00	Workers Comp/Pym't #5 of 11	51.48
NJWEA, Registrar		23716	4,329.00	NJWEA Conference Reg (10 employees)	31.24
North Central Laboratories		23717	139.95	BOD Standard/Lab	51.42
North East Technical Sales, Inc.		23718	45.25	Cap Assembly/Shop Supplies	51.31
North Jersey Media Group Inc .		23719	137.36	Bid Notices	31.32
North Jersey Pump & Control		23720	1,187.00	Transducer Lever Control/PS'	51.31
Olympic Wire & Cable Corp.		23721	590.00	Fiber Optic Cable/Shop Supplies	51.31
Omni Services, Inc.		23722	108.10	Swivels/Connectors/Shop Supplies	51.31
One Call Concepts		23723	49.69	One Call Messages/Apr'23	51.62
Optimum (Cablevision)		23724	180.89	Internet Service (4/16-5/15/23)	31.35
Passaic Valley Sewerage		23725	37,240.00	Liquid Sludge Disposal (4/1-4/30/23)	51.55D
Pitney Bowes/Reserve Account		23726	500.00	Postage for Meter	31.34
Primepoint, LLC		23727	235.64	Payroll Processing/Apr'23	31.38
PSE&G		23728	1,920.61	Fairfield & Jane Roads	51.12
PSE&G		23729	3,009.80	Glenroy Rd. (Actual)	51.12
Pumping Services, Inc.		23730	2,935.22	PLC Module Input Cards/PS'	51.31
R&D Trucking		23731	21,391.44	Sludge Removal (4/1-4/30/23)	51.55H
Raritan Supply Company		23732	2,500.00	Spare Tee/Pressure Filters	51.31
Raritan Supply Company		23733	1,129.07	Spare Pipe/Force Mains Emergency Repair	61.10
Raritan Supply Company		23734	2,890.13	Repl/Backwash Piping/Tee/Couplings/PF#2	61.10
Raritan Supply Company		23735	16,673.34	Spare Pipe Parts/Force Mains Emergency Rpr	61.10
ReadyRefresh		23736	44.93	Water/Feb'23	51.14
Recchia Landscaping, Inc		23737	3,700.00	Tree Work/CPS	51.54
Robert N. Bongiovanni		23738	700.00	Retiree Health Benefits/May'23	21.12R
Russell Reid/United Site Services		23739	1,280.46	Waste Disposal/Apr'23	51.51
Semel's Embroidery, Inc.		23740	644.50	Shirts/Employees & Board	51.43
State of NJ/Pensions & Benefits		23741	53,633.89	Health & Dental Benefits	21.12
Sunair Co.		23742	231.19	Battery Packs/Headworks Grit Washers	51.31
TBSA/Brian Carey		23743	88.06	Mileage & Tolls/NJWEA Meeting	31.21
TBSA/Brian Carey			300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Ernest DeGraw		23744	300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Jason Tillery		23745	300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Joseph Gibson		23746	300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Karen Napolitano		23747	75.96	Office Supplies	31.33
TBSA/Karen Napolitano			300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Karen Napolitano			100.00	Deposit/DeBonte Retirement Lunch	51.47
TBSA/Nicholas Stein		23748	300.00	Cell Phone Dec'22-May'23	31.35
TBSA/Patrick Tuohey		23749	300.00	Cell Phone/Dec'22- May'23	31.35
TBSA/Petty Cash		23750	46.64	Mileage/Tolls (Bank & NJBIA Seminar)	31.21
TBSA/Petty Cash			114.85	Food/Board Meeting (4/12)	31.36
TBSA/Richard Walter		23751	300.00	Cell Phone/Dec'22-May'23	31.35
TBSA/Thomas Bongiovanni		23752	295.14	Cell Phone/Dec'22-May'23	31.35
TBSA/Thomas Bongiovanni			98.49	TBSA Management Meeting (4/20)	31.36

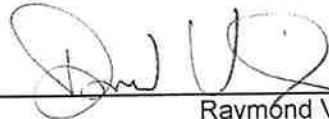
Payee	Check #	Voucher #	Amount	Description	Account
Teledyne Isco, Inc.		23753	2,896.00	Booster Pump/CPS Sampler	51.31
Trojan UV		23754	4,810.31	Cylinder Wiper/UV Parts	61.10
Unified Power		23755	831.03	Labor/nstall Remaining Batteries/UPS #1	51.52
United Cooling & Refrigeration Inc.		23756	1,562.50	PM/May-Jul'23	51.33
USA Blue Book		23757	1,195.76	Lab Supplies	51.42
USALCO Baltimore Plant, LLC		23758	10,627.58	Polyaluminum Chloride	51.25
Verizon		23759	755.63	Telephone 4/17-5/16/23	31.35
Verizon Wireless		23760	380.66	PS Modems	31.37
W. B. Mason Co., Inc.		23761	181.97	Office Supplies	31.33
Wallington Plumbing & Heating		23762	64.20	Compression Fittings/Shop Supplies	51.31
Wayne Auto Supply		23763	25.34	Absorbant/Shop Supplies	51.31
Wayne Electrical Supply		23764	947.02	Shop Supplies	51.31
WEB Insurance Consultants		23765	2,950.00	Insurance Consulting Services	51.48
Wielkotz & Company, LLC		23766	10,000.00	FY'22 Audit	51.57
William Murphy		23767	700.00	Retiree Health Benefits/May'23	21.12R
Xylem Water Solutions/Leopold		23768	3,408.61	Agitator Bearings/Nozzle Caps/Press Filters	51.31
2023 BUDGET TOTAL			435,980.08		

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 17, 2023.

Dated: May 17, 2023



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

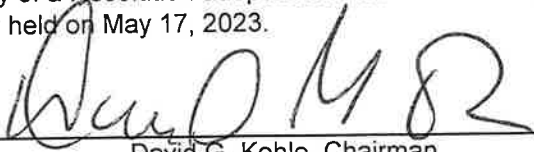
CONSTRUCTION
RESOLUTION #23-029

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 #1068 through #1068 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		1068	1,246.30	Control Enhancements/Headworks	81.10
2023 BUDGET TOTAL			1,246.30		

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Dated: May 17, 2023



David G. Kohle, Chairman



Raymond Verdónik, Treasurer



Karen Napolitano, Secretary to the Board