

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
May 18, 2022

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, May 18, 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 4:33 p.m.

ROLL CALL

Members Present: David Runfeldt, Tom Boorady, Raymond Verdonik, David Kohle, Jerry Notte, Robert Voorman

Absent: Arthur Schmidt, Anthony Campisi (*both excused*)

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent, Karen Napolitano, Secretary to the Board; Brian Carey, Assistant Authority Engineer; John Napolitano, 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 20, 2022 (Regular & Closed Session)

Mr. Runfeldt called for a motion to approve the Regular Meeting Minutes of April 20, 2022, seconded by Mr. Verdonik.

AYES: Runfeldt, Verdonik, Boorady, Voorman

ABSENT: Schmidt, Campisi

ABSTAINED: Kohle, Notte

REPORTS OF COMMITTEES

FINANCE

Mr. Notte presented the Treasurer's Report for the month of May (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 May. Mr. Verdonik called for a motion to approve the Personnel Actions, seconded by Mr. Kohle.

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

ABSENT: Schmidt, Campisi

PLANT OPERATIONS

Mr. DeGraw referenced to the Operating Report on the table. Mr. DeGraw reported everything is operating fine and that there are no issues.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik had nothing to report. Mr. DeGraw reported the schedule was just received for the Pressure Filter Rehab #2 Project, noting that the project should begin in July.

INSURANCE and LEGISLATIVE REVIEW

Mr. Kohle had nothing to report. Ms. Holmes mentioned three bills recently introduced worth noting. The first bill allows for hybrid remote/in-person meetings outside of emergency situations. The second is a onetime payment of \$300.00 to retirees in PERS, and the third allows members of the public to record public meetings.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt had nothing to report.

MANAGEMENT REPORT

Mr. Bongiovanni reported that the Annual WEFTEC Conference is being held in New Orleans in October. If any board members would like to attend, please advise the Authority. Additionally, Mr. Bongiovanni noted that this conference coincides with our regular meeting in October. Rescheduling the October meeting will be discussed at the June meeting.

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.

CHANGE ORDERS

None

RESOLUTIONS:

RESOLUTION #22-026: Payment of Operating Vouchers (copy attached)

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

ADJOURNMENT:

There being no further business to come before the Authority, on motion by Mr. Kohle, seconded by Mr. Notte, and all in favor, the meeting was adjourned at 4:40 p.m.



David A. Runfeldt, Secretary
Dated: May 18, 2022



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 5/18/22

Period Ending April 30, 2022

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$12,503,542.19	
Operating Checking Account	53,299.28	
Payroll Checking Account	212,055.10	
Renewal & Replacement	<u>6,185,629.64</u>	\$18,954,526.21

CONSTRUCTION AND GENERAL

Construction Improvements	\$4,019,247.62	
General	<u>236,924.07</u>	<u>4,256,171.69</u>

TOTAL FUNDS APRIL 30, 2022

\$23,210,697.90

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$387,103.31 *	
Payroll - Salaries & Wages	183,395.79	
- Benefits	38,116.29 *	
- Taxes	<u>13,520.89</u>	\$622,136.28

CONSTRUCTION

0.00 *

TOTAL EXPENDITURES FOR APRIL 2022

\$622,136.28

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



Jerry J. Notte, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

May 18, 2022

New Employee

Evan Napolitano

Position

Operator Trainee

Effective Date

5/20/2022

Termination

Joseph Carabillo

Current Position:

Employed:

Senior Lab Tech:

3 months

3 months

5/4/2022

OPERATING
RESOLUTION #22-026

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 #22728 through #22811 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.

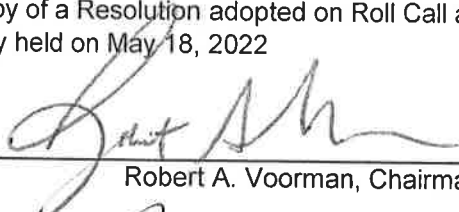
2022 BUDGET Payee	Check #	Voucher #	Amount	Description	Account
Accurate Pest Control, Inc.		22728	89.17	Pest Control/Apr'22	51.41
AGL Welding Supply Co., Inc.		22729	625.00	Annual Tank Rentals	51.31
American Aquatic Testing, Inc.		22730	950.00	Acute Bioassay/Ammonia Analysis	51.65
American Wear		22731	400.24	Uniforms	51.43
Aqua Pro-Tech Laboratories		22732	515.00	Chemical Analysis/Mar'22	51.65
Atlantic Health Sys-Chilton Med		22733	1,136.00	Pre-Placement Exams/Hep B Vaccines	51.64
Balco Industries, Inc.		22734	152.00	Tyvek Suits/Shop Supplies	51.44
BioTriad Environmental, Inc.		22735	3,896.00	Odor Control/Annual Service	51.21
Borough of Lincoln Park Water		22736	1,855.02	Plant & Pumpstations (1/1-4/30/22)	51.14
Cintas First Aid & Safety		22737	349.44	Re-Stock First Aids Kits	51.44
Clark Transmission Co.		22738	223.50	Parts/DPS	51.31
Cleary Giacobbe Alfieri Jacobs		22739	6,561.00	General & Retainer/Mar'22	51.58
Cleary Giacobbe Alfieri Jacobs		22740	3,180.00	General & Retainer/Apr'22	51.58
Costello's Hardware		22741	53.06	Operations Supplies	51.31
ENGIE Power & Gas LLC		22742	38,117.25	Plant (3/22-4/20/22)	51.11
Engineered Solutions Corp.		22743	6,757.50	Computer Support/Operations	51.52
Engineered Solutions Corp.			4,621.25	Instrumentation Troubleshooting	51.56
ESRI		22744	783.00	Annual Renewal/GIS Hosting (7/3/22-7/2/23)	51.52
Fairfield Maintenance Inc.		22745	320.00	Monthly UST Inspections/Apr'22	51.65
FedEx		22746	27.86	Postage	31.34
Finch Fuel Oil Co. Inc.		22747	28,484.43	Fuel Oil/Plant (4/28)	51.13
Fisher Scientific		22748	2,132.67	Lab Supplies	51.42
Garden State Laboratories		22749	500.00	Chemical Analysis/Mar'22	51.65
Grainger, Inc.		22750	527.74	Shop Supplies/Lighting	51.31
Grainger, Inc.			213.09	Lab Supplies	51.42
Grainger, Inc.			353.18	Mechanics Gloves/Oxygen Sensors	51.44
Home Depot		22751	201.24	Shop Supplies	51.31
Jersey Central Power&Light		22752	15,935.52	Plant Electric	51.11
Jersey Central Power&Light			600.28	Pumpstation Electric	51.12
Loraine Tuohey		22753	700.00	Retiree Health Benefits/May'22	21.12R
Maresca Lumber		22754	52.63	Pine Skewbacks/Shop Supplies	51.31
Maxon Supplies LLC		22755	685.05	Gloves/Earplugs/Operations	51.44
McMaster-Carr Supply Co.		22756	851.94	Shop Supplies	51.31
McMaster-Carr Supply Co.			20.30	Engine Oil	51.34
McMaster-Carr Supply Co.			158.51	Weed Killer	51.54
Michael E. Solla		22757	2,100.00	Retiree Health Benefits/Mar-May'22	21.12R
Mott MacDonald Group, Inc.		22758	2,000.00	General Consulting/Apr'22	51.53
Mott MacDonald Group, Inc.		22759	1,059.00	Operations Support	51.53
Mott MacDonald Group, Inc.			3,080.00	2nd Stage Isolation Work	51.53
Mott MacDonald Group, Inc.		22760	4,351.34	IPP Services 2022-2023	51.63
Mott MacDonald Group, Inc.		22761	378.50	Medium Voltage Transformers/Construction	61.10
Mott MacDonald Group, Inc.		22762	1,658.50	Solid Disposal Building Boiler	61.10
Mott MacDonald Group, Inc.		22763	2,905.50	Force Main Alternative Study	61.10
Mott MacDonald Group, Inc.		22764	5,058.00	Interceptor Sewer Rehab	61.24

2022 BUDGET Payee	Check #	Voucher #	Amount	Description	Account
Nestle Pure Life		22765	986.79	Water/Apr'22	51.14
New Jersey Manufacturers Ins.		22766	7,009.00	Workers Comp/Pym't #5 of 11	51.48
NJDEP/Annual Site Remediation		22767	1,210.00	Permit Fee/Soil & Groundwater	51.62
NJWEA, Registrar		22768	4,138.00	Conference Registration/10 Employees	31.24
North Jersey Media Group Inc .		22769	104.72	Public Notices	31.32
One Call Concepts		22770	98.67	One Call Messages/Apr'22	51.62
Optimum (Cablevision)		22771	180.60	Internet Service (4/16-5/15/22)	31.35
Passaic Valley Sewerage		22772	52,321.25	Liquid Sludge (4/1-4/30/22)	51.55D
Power Place		22773	668.47	Service & Repair/Tractor	51.54
Primepoint, LLC		22774	229.13	Payroll Processing/Apr'22	31.38
PSE&G		22775	1,882.00	Jane & Fairfield Roads	51.12
PSE&G		22776	5,815.63	Glenroy Road (2 months)	51.12
Pumping Services, Inc.		22777	67,560.59	Dimminutor/Comminutor/DPS	61.10
Pumping Services, Inc.		22778	2,016.00	Connect/Prog Actuators/DPS & CPS/Flood	61.23
R&D Trucking		22779	29,596.25	Sludge Removal (4/1-4/30/22)	51.55H
Raritan Supply Company		22780	4,474.66	Elbows/Flanges/Gaskets/Shop Supplies	51.31
Raritan Supply Company		22781	6,816.75	Surgebuster Valve/Plant Water Pump #3	51.31
Raritan Supply Company		22782	4,736.00	Plug & Check Valves/1st Stage RAS #4	51.31
Robert N. Bongiovanni		22783	700.00	Retiree Health Benefits/Apr'22	21.12R
Russell Reid/United Site Services		22784	1,997.53	10 Yard Dumpster & Waste Disposal/Apr'22	51.51
Skyline Environmental, Inc.		22785	3,200.00	Health & Safety Training/Mar'22	51.64
Skyline Environmental, Inc.		22786	11,155.00	Health & Safety Training/Apr'22	51.64
State of NJ/Pensions & Benefits		22787	45,603.37	Health & Dental Benefits	21.12
TBSA/Brian Carey		22788	300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Brian Carey			177.31	Mileage & Expenses/NJWEA Conf (5/9-5/12)	31.21
TBSA/Donna Peteja		22789	300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Donna Peteja			342.92	Mileage & Expenses/NJWEA Conf (5/9-5/13)	31.21
TBSA/Ernest DeGraw		22790	264.04	Mileage & Expenses/NJWEA Conf (5/9-5/13)	31.21
TBSA/Ernest DeGraw			300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Jason Tillery		22791	330.30	Mileage & Expenses/NJWEA Conf (5/9-5/11)	31.21
TBSA/Joseph Gibson		22792	119.00	Mileage & Expenses/NJWEA Conf (5/9-5/11)	31.21
TBSA/Joseph Gibson			300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Karen Napolitano		22793	268.91	Office Supplies/Admin	31.33
TBSA/Karen Napolitano			200.00	Cell Phone (Feb'21-May'22)	31.35
TBSA/Karen Napolitano			100.00	Deposit/Retirement Party	51.47
TBSA/Nicholas Stein		22794	144.00	Expenses/NJWEA Conf (5/9-5/11)	31.21
TBSA/Nicholas Stein			300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Patrick Tuohey		22795	273.32	Mileage & Expenses/NJWEA Conf (5/9-5/11)	31.21
TBSA/Patrick Tuohey			300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Petty Cash		22796	13.40	Mileage/Bank	31.21
TBSA/Petty Cash			3.20	Admin Supplies	31.33
TBSA/Petty Cash			129.67	Food/Board Mtg (4/13)	31.36
TBSA/Petty Cash			16.00	Ice/Lab Supplies	51.42
TBSA/Richard Eickhoff		22797	119.00	Expenses/NJWEA Conf (5/9-5/11)	31.21
TBSA/Richard Walter		22798	293.96	Mileage & Expenses/NJWEA Conf (5/9-11)	31.21
TBSA/Richard Walter			300.00	Cell Phone (Dec'21-May'22)	31.35
TBSA/Stephen Sussmann		22799	105.00	Reimburse ContribInsurance/Feb-May'22	21.11
TBSA/Thomas Bongiovanni		22800	403.48	Cell Phone (Dec'21-May'22)	31.35
TBSA/Thomas Bongiovanni			213.78	Mileage & Expenses/NJWEA Conf (5/9-5/12)	31.21
Technical Components Co., Inc.		22801	2,091.80	Torque Module/Actuator Gate SD5	51.31
UPS		22802	108.60	Shipping Service/UV Probe	31.34
USA Blue Book		22803	291.06	Debris Basket/Shop Supplies	51.31
USALCO Baltimore Plant, LLC		22804	13,362.56	Polyaluminum Chloride	51.25


2022 BUDGET Payee	Check #	Voucher #	Amount	Description	Account
Verizon		22805	740.33	Telephone (4/28-5/27/22)	31.35
Verizon Wireless		22806	764.18	Modems (Mar-May)	31.37
Verner-Cadby Ford		22807	1,109.11	Repairs/2010 Ford Ranger	51.36
W. B. Mason Co., Inc.		22808	318.11	Office Supplies	31.33
W. B. Mason Co., Inc.			50.28	Flash Drives	51.52
Wayne Electrical Supply		22809	433.24	Shop & Plant Supplies	51.31
Wielkocz & Company, LLC		22810	10,000.00	FY'21 Audit	51.57
William Murphy		22811	700.00	Retiree Health Benefits May'22	21.12R
2022 BUDGET TOTAL			432,706.68		

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 18, 2022

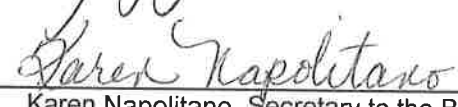
Dated: May 18, 2022



 Robert A. Voorman, Chairman



 Jerry J. Notte, Treasurer



 Karen Napolitano, Secretary to the Board