

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
OCTOBER 10, 2018 **5:30 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, October 10, 2018 at 5:30 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 5:40 p.m.

ROLL CALL:

On roll call, the members present were: Robert Voorman, Raymond Verdonik, David Runfeldt, Richard Phelan, Arthur Schmidt, Jerry Notte, Raymond Kerwin

ABSENT: Anthony Campisi (*excused*)

ALSO PRESENT:

Cleary Giacobbe: John Napolitano, Mitchell Jacobs
Mott MacDonald: John Scheri
TBSA: Robert N. Bongiovanni, Ernest DeGraw, Thomas Bongiovanni,
 Karen Napolitano

On motion by Mr. Phelan, seconded by Mr. Verdonik, and all in favor, Resolution #18-065, Closed Session, was approved.

RESOLUTION #18-065

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:

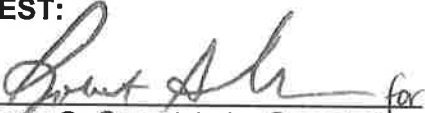
- a) Project 1 Construction Issues
- b) Union Contract Negotiations

2. The matters will be considered at this meeting, and the public shall not be admitted to this discussion.

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:


Anthony G. Campisi, Jr., Secretary
Dated: October 10, 2018


Raymond T. Kerwin, Chairman

The meeting went into Closed Session at 5:40 p.m. and was reconvened to the public at 6:28 p.m.

Mr. Napolitano left the meeting at 6:20 p.m.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
OCTOBER 10, 2018 **5:30 pm** **REGULAR MEETING**

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 serving said notice thereof to The Progress, Herald, Record and Suburban Trends newspapers.

MINUTES APPROVAL:

On motion by Mr. Phelan, seconded by Mr. Verdonik, the Regular and Closed Session Meeting Minutes of September 12, 2018 were approved by the following vote:

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

ABSTAIN: NOTTE

ABSENT: CAMPISI

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of October (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. Mr. Voorman recommended payment of the vouchers as presented. He also noted the interim audit report on the table.

PURCHASING and PERSONNEL:

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

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

ABSENT: CAMPISI

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table. Mr. DeGraw reported that the Authority had to activate the force mains in the new building for a short time on September 26th due to the high flows.

PLANNING and EXPANSION:

Mr. Notte had nothing to report. Mr. DeGraw reported on the WEFTEC conference he recently attended, noting that he had the opportunity to speak with several clarifier manufacturers in preparation for the Authority's anticipated next large project. He and Mr. Scheri also discussed the new aeration systems becoming available.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. A discussion ensued regarding the status of the ongoing projects.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report. Mr. Jacobs informed the Board that because the regulations have not yet been issued, the 2% cap on Authority Budgets will not go into effect until next year.

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
OCTOBER 10, 2018 5:30 pm REGULAR MEETING**

LEGAL & PUBLIC RELATIONS:

Mr. Campisi was absent.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni reminded the Board that the AEA Conference is scheduled for November in Atlantic City.

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: Reschedule November 14, 2018 Board Meeting

Mr. Bongiovanni noted due to scheduling conflicts the November 14th Board Meeting will need to be rescheduled. The Board agreed to hold the meeting on Monday, November 12th at 5:30 p.m.

UNFINISHED BUSINESS: FY 2019 Proposed Budget Review

Mr. Bongiovanni reported that there have been no comments to the budget from the participating members. He noted that we did receive comments from the DCA which are being addressed.

NEW BUSINESS:

None

CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. There was no discussion. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION:

There was no public present.

CHANGE ORDERS:

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #18-062, Authorize Contract 2014-1, CM-012 in the amount of \$62,754.93, was approved by the following vote:

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

RESOLUTION #18-062

Contract 2014-1, Contract Modification CM-012

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2014-1 with Worth & Company, Inc. for Wastewater Treatment Plant Improvements; and

WHEREAS, the Project Engineer, Black & Veatch, has reviewed and approved Contract Modification CM-012; and

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
OCTOBER 10, 2018 **5:30 pm** **REGULAR MEETING**

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 that Contract Modification CM-012 is hereby approved as follows:


CM-012 - Increase in contract amount of \$62,754.93.

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

ATTEST:

 for

Anthony G. Campisi, Jr., Secretary
Dated: October 10, 2018


Raymond T. Kerwin, Chairman

RESOLUTIONS:

On motion by Mr. Voorman, seconded by Mr. Runfeldt, Resolution #18-063, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #18-064, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

ADJOURNMENT:

On motion by Mr. Verdonik, seconded by Mr. Phelan, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 6:51 p.m.

 for

Anthony G. Campisi, Jr., Secretary
Dated: October 10, 2018


Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 10/10/18

Period Ending September 30, 2018

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$9,611,929.32	
Operating Checking Account	97,211.88	
Payroll Checking Account	215,045.27	
Renewal & Replacement	<u>5,434,566.88</u>	\$15,358,753.35

CONSTRUCTION AND GENERAL

Construction Improvements	\$3,088,110.23	
General	<u>236,924.07</u>	<u>3,325,034.30</u>

TOTAL FUNDS SEPTEMBER 30, 2018		<u><u>\$18,683,787.65</u></u>
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MONTHLY EXPENDITURES:

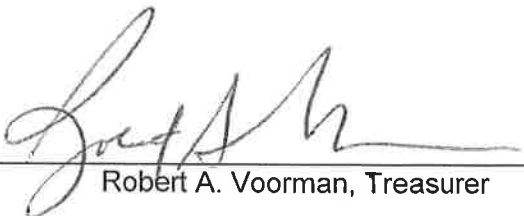
OPERATIONS AND ADMINISTRATION

Operating Bills	\$251,374.30 *	
Payroll - Salaries & Wages	167,824.30	
- Benefits	37,621.63 *	
- Taxes	<u>11,227.87</u>	\$468,048.10

CONSTRUCTION		<u>93,431.50 *</u>
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TOTAL EXPENDITURES FOR SEPTEMBER 2018		<u><u>\$561,479.60</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

October 10, 2018

			<u>Increase</u>	<u>Effective Date</u>
<u>Anniversary:</u>				
Nick Stein	Employed:	26.5 Years	2.5%	11/1/2018
	Maintenance Foreman:	18 Years		

OPERATING

RESOLUTION #18-063

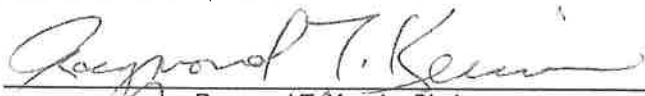
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #19253 through #19328 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

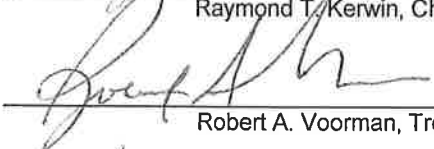
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
A.C. Schultes, Inc.		19253	2,227.00	Rpr/Motor/2ndStg Effluent	51.33
Accurate Pest Control, Inc.		19254	89.17	Pest Control/Sep'18	51.41
ADP, Inc (Louisville)		19255	462.68	Payroll Processing	31.38
Allen Paper & Supply		19256	1,073.04	Cleaning Supplies	51.41
American Wear		19257	287.24	Uniforms	51.43
AP/Certified Testing		19258	375.00	Field Test/Backflow Preventor/Plant & PS'	51.65
Applied Analytics, Inc.		19259	9,632.00	Variable Frequency Drive/SPS Pump#2	61.10
ASCE		19260	270.00	2019 Membership Renewal/RNB	31.22
Borough of Lincoln Park Water & Sewer		19261	450.00	Two Bridges Hydrants (6/1-8/31/18)	51.14
BR Welding		19262	48,942.91	Intermediate Settling Tanks Rehab/Pymt #6	61.10
Cintas		19263	142.78	Re-stock First Aid Kits	51.44
Clark Transmission Co.		19264	2,150.45	Pts/Rebuild Effluent Pump#2	51.33
Cleary Giacobbe Alfieri Jacobs, LLC		19265	1,362.50	Retainer & General thru Aug'18	51.58
Constellation NewEnergy, Inc.		19266	3,573.70	Pumpstations (8/4-9/11/18)	51.12
Cooper Electric Supply Co.		19267	58.48	LED Flood Lights/JPS Outside	51.31
Costello's Hardware		19268	14.39	Spray Wand/UV Water	51.31
Costello's Hardware			95.37	Weed Killer/Bug Zappers	51.54
Engineered Solutions Corp.		19269	3,208.31	Surface Book 2 + Software	31.31
Engineered Solutions Corp.			100.00	Monthly Off-Site Backup Storage - N/C	51.52
Engineered Solutions Corp.			1,500.00	RemoteCompAccess/Annual Subscrip - N/C	51.52
Engineered Solutions Corp.			6,167.00	Comp Supp/Operations	51.52
Engineered Solutions Corp.			2,090.00	Instrumentation Troubles	51.56
Fairfield Maintenance Inc.		19270	284.00	Monthly UST Inspection/Aug'18	51.65
Ferraioli, Wielkotz, Cerullo & Cuva, P.A.		19271	6,000.00	Ser/May'18 Interim Report	51.57
Fisher Scientific		19272	2,761.70	Lab Supplies	51.42
GenServe Inc.		19273	500.00	Ser/ATS PM/DPS & PPS	51.33
Global Equipment Company, Inc.		19274	184.84	Locking Steel Drawer & Service Cart/Shop	51.31
Grainger, Inc.		19275	615.12	Various Bulbs & Parts/Shop Supplies	51.31
Grainger, Inc.			205.52	Hand Sanitizer & Soap/Operations	51.41
Grainger, Inc.			105.34	Gloves/Lab Supplies	51.42
Grainger, Inc.			104.40	Rain Jackets/Shop	51.43
Grainger, Inc.			421.28	Safety Clothing & Air Meter Sensors	51.44
Grainger, Inc.			188.82	Bug Zappers	51.54
Hach Company		19276	142.54	Lab Supplies	51.42
Haws Electric LLC		19277	2,500.00	Repl/8 LED Lights/Street Lighting	61.10
Interstate Waste Services		19278	1,232.52	Service/Sep'18	51.51
JCI Jones Chemical, Inc.		19279	2,442.15	Sodium Hypochlorite	51.23
Jersey Central Power&Light		19280	5,273.30	Pumpstations	51.12
JPMonzo Municipal Consulting, LLC		19281	50.00	Pension Webinar/K.Napolitano (10/30)	31.24
Lorraine Tuohy		19282	700.00	Retiree Health Benefits Oct'18	21.12R
McMaster-Carr Supply Co.		19283	835.42	Various Parts/Shop Supplies/SPS Gate	51.31
Michael E. Solla		19284	700.00	Retiree Health Benefits Oct'18	21.12R
Mott MacDonald Group, Inc.		19285	380.00	Engineering	51.53
Mott MacDonald Group, Inc.			591.13	Operations	51.53
Mott MacDonald Group, Inc.			1,700.00	Gen'l Consulting/Aug'18	51.53
Mott MacDonald Group, Inc.		19286	720.05	LSRP Services	51.63
Mott MacDonald Group, Inc.		19287	1,003.54	IPP Services/Aug'18	51.63
Mott MacDonald Group, Inc.		19288	1,658.04	Permit Assistance	51.63
Mott MacDonald Group, Inc.		19289	2,042.84	LSRP Remedial	51.63
Mott MacDonald Group, Inc.		19290	5,744.74	Deepavaal Roof Replacement	61.10
Mott MacDonald Group, Inc.		19291	26,305.51	Intermediate Settling Tank	61.10
Nestle Pure Life		19292	867.75	Water/Sep'18	51.14
New Jersey Manufacturers Ins. Co.		19293	7,184.71	W. Comp/Pym't #10 of 11	51.48
New Jersey Safety Equipment Co.,Inc.		19294	446.34	Gloves/Operations	51.44
NJBIA/Member Dues		19295	475.00	Membership Dues	31.22
NJWEA, Registrar		19296	425.00	Seminar Registration/5 Employees	31.24
North Jersey Media Group Inc .		19297	55.00	Notice of Contract/Montauk	31.32


One Call Concepts	19298	140.00	One Call Messages/Aug'18	51.62
Optimum (Cablevision)	19299	146.80	Internet Service (9/16-10/15/18)	31.35
Passaic Valley Sewerage Commission	19300	40,112.00	Liquid Sludge (8/16-9/15/18)	51.55D
PSE&G	19301	1,771.22	PS/Jane Rd/Fairfield Rd	51.12
PSE&G	19302	1,874.03	PS/Glenroy Rd	51.12
R&D Trucking	19303	21,632.00	Sludge Removal 9/1-9/28/18	51.55H
Rachles/Michele's Oil Company	19304	3,003.85	No Lead Regular Gas	51.34
Recchia Landscaping, Inc	19305	1,450.00	Remove Fallen Trees & Cut Brush	51.54
Recchia Landscaping, Inc	19306	1,457.14	4th Pym't/Lawn Maintenance/Aug'18	51.54
Sherwin Williams	19307	122.58	Paint Supplies/Operations	51.35
State of NJ/Pensions & Benefits/SHBP	19308	46,813.35	Health & Dental Benefits	21.12
State of NJ-Dept. of Community Affairs	19309	191.00	Life Hazard Use Regist. Fee	51.62
TBSA/Donna Peteja	19310	353.96	Exp/NJWEA Seminar (9/11-9/12)	31.21
TBSA/Ernest DeGraw	19311	81.08	Mileage/NJWEA Seminar (9/11)	31.21
TBSA/Karen Napolitano	19312	15.26	Mileage/HR Mtg (9/14)	31.21
TBSA/Karen Napolitano		87.11	Costco-Office Supplies	31.33
TBSA/Kimberly Marquez	19313	94.07	Mileage/NJWEA Seminar (9/13)	31.21
TBSA/Lorraine Ciampa	19314	76.22	Mileage/Parking/Intro to Public Purchasing (10/4)	31.21
TBSA/Nicholas Stein	19315	94.83	Mileage/NJWEA Seminar (9/11)	31.21
TBSA/Petty Cash	19316	96.50	Food/Board Mtg (9/12)	31.36
TBSA/Petty Cash		35.00	Food/PRBA Mtg (9/18)	51.47
TBSA/Steve Sussmann	19317	20.00	Flu Vaccine	51.64
Technical Components Co., Inc.	19318	2,500.32	Rpr/Actuator/PF Effluent Valve#1	51.33
The Home Depot	19319	489.63	Shop & Operations Tools/Supplies	51.31
Township of Fairfield	19320	180.00	Water/Pumpstations (7/1-10/1/18)	51.14
USA Blue Book	19321	241.42	PH Buffer/Lab Supplies	51.42
USALCO Baltimore Plant, LLC	19322	9,637.78	Polyaluminum Chloride	51.25
Verizon	19323	933.76	Telephone 9/18	31.35
Verizon		2,895.76	Lease Lines 9/18	31.37
W. B. Mason Co., Inc.	19324	580.25	Office Supplies/	31.33
Wallington Plumbing & Heating Supply	19325	11.01	Primer/Shop Supplies	51.31
Wallington Plumbing & Heating Supply		39.04	Mesh Cloth/Cement/Shop Supplies	51.31
Wayne Auto Supply	19326	26.91	Wiper Blades/Lights/F350	51.36
Wayne Electrical Supply Company	19327	1,028.35	Couplings/Light Fixtures/Channel Conduits	51.31
Wayne Electrical Supply Company		136.80	UPS (6) Batteries	51.52
William Murphy	19328	700.00	Retiree Health Benefits Oct'18	21.12R
2018 BUDGET TOTAL		298,187.65		

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 October 10, 2018.

Dated: October 10, 2018


 Raymond T. Kerwin, Chairman


 Robert A. Voorman, Treasurer


 Karen Napolitano, Recording Secretary

CONSTRUCTION


RESOLUTION #18-064

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 #882 through #884 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.

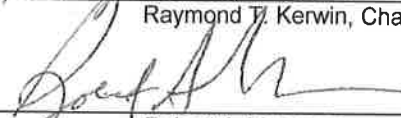
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
American Arbitration Association		882	7,500.00	Mediation/Worth	84.41
Cleary Giacobbe Alferi Jacobs, LLC		883	7,307.50	Plant Improvements/Aug'18	84.41
Worth & Company		884	78,624.00	WWTP Improvements/Pymt Estimate #41	84.24
TOTAL			93,431.50		

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Dated: October 10, 2018



 Raymond T. Kerwin, Chairman



 Robert A. Voorman, Treasurer



 Karen Napolitano, Recording Secretary