

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

AGENDA

REGULAR MEETING: January 20, 2021 @ 5:00 pm (Time Change/Remote)
Dial-in Number: 18777765034 PIN: 245-2268#

1. ROLL CALL

2. OPEN PUBLIC MEETING NOTICE

3. ADOPTION OF MINUTES

3.1 Regular Meeting: December 2, 2020

4. REPORTS, RECOMMENDATIONS AND ACTIONS

4.1 OPERATIONAL REPORT

4.1.1 System Operations

4.1.1.1 Flow Report

4.1.1.2 TBSA Flow Report (Budget vs. Actual)

4.1.2 TBSA Activities

4.1.2.1 TBSA User Charge Adjustment

4.1.2.2 Status Update

4.1.3 TWA Application & Connection Permits

4.1.3.1 Residential Connection

225 Boonton Avenue, Butler

4.1.4 Construction Contracts

4.1.4.1 Contract PRB-20-1: Unauthorized Connection – Riverdale

- **Resolution:** Contract Close-Out – Arold Payment Appl. #1

4.1.4.2 NYS&W RR Project

Contract PRB-19-1 - Status

5. FINANCIAL REPORT

5.1 **Motion:** Acceptance of 11/30/2020 Treasurer's Report

5.2 **Motion:** Acceptance of 12/31/2020 Treasurer's Report

5.3 FY 2021 Annual Budget (A/C Certifications issued 12/15/20)

5.2 Audit: FY 2020

6. UNFINISHED BUSINESS

6.1 Unauthorized Connection – Riverdale Claim

- **Resolution:** Closed Session for potential litigation

6.2 RFP for Consulting Engineer - Due 1/28/2021

6.3 2021 Schedule of Rates & Charges – Connection Fees

6.4 Personnel Committee

AGENDA (Cont.)

7. NEW BUSINESS

7.1 Nominating Committee Appointments

(Current Members: P. Metcalfe, Chairman, E. Howard, Member, R. Verdonik, Member)

7.2 Preliminary Meeting Schedule 2021/2022

8. CONSENT AGENDA

NONE

9. PAYMENT OF BILLS

9.1 OPERATING BUDGET

9.1.1 Operating Request for Payment No. 403

9.2 CONSTRUCTION FUND DISBURSEMENTS

9.2.1 Construction Fund Disbursement Request No. C-17-40

10. OPEN MEETING FOR PUBLIC COMMENTS

11. ADJOURNMENT

**NEXT REGULAR MEETING: February 17, 2021
Place: TBD
Time: TBD**

:\bus.doc\minutes\Agenda

MONTH	Meter P-1A	FLOWS BY MUNICIPALITY (MGD)					Meter P-2A	Riverdale (6)	Total PRBRSA (7)	TBSA M-15
		Butler (1)	Kinnelon (2)	Bloomingdale						
				(3)	(4)	(5)				
Nov. 20	1.034	0.880	0.094	0.060 (b)	0.290	0.350	1.324	0.403 (a)	1.727 *	1.742
Dec. 20	1.195	1.028	0.107	0.060 (b)	0.974	1.034	2.169	0.056 (a)	2.225 *	2.169
Jan. 21										
Feb. 21										
Mar. 21										
Apr. 21										
May 21										
June 21										
July 21										
Aug. 21										
Sept. 21										
Oct. 21										
Cumulative Average	1.115	0.954	0.101	0.060	0.632	0.692	1.747	0.230	1.976	1.956
Cumulative Percent	----	48.28%	5.09%	3.04%	31.98%	35.02%	88.39%	11.61%	100.00%	
Capacity Allocation		0.9967	0.2045			0.9045		0.4943	2.6000	
Capacity Allocation %		38.33%	7.87%			34.79%		19.01%	100%	

- . BUTLER FLOW (1) = (P-1A) minus [Kinnelon flow (2) and Bloomingdale subflow (3)]
- . KINNELON (2) = Meter P-3
- . BLOOMINGDALE SUBFLOW (3) TIED INTO BUTLER SYSTEM
- . BLOOMINGDALE SUBFLOW (4) = (P-2A) - (P-1A)
- . BLOOMINGDALE FLOW (5) = (3) + (4)
- . METER P-2(A) = KINNELON + BUTLER + BLOOMINGDALE FLOW
- . RIVERDALE FLOWS (6): Meter (P-4) - Meter (P-2A) - See "Note" below
- . TOTAL PRBRSA FLOWS (7) = Meter P-4 (see footnotes)

[a] Based on difference between PRBRSA Meter P-4 and Meter P-2(A)

[b] Includes Estimated Flow

*M-15 flows substited through 12/11/20 due to removal of P-4 for Contract PRB-20-1

MONTH	Meter P-1A	FLOWS BY MUNICIPALITY (MGD)					Meter P-2A	Riverdale (6)	Total PRBRSA (7)	TBSA M-15
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				(3)	(4)	(5)				
Nov. 20	1.034	0.880	0.094	0.060 (b)	0.290	0.350	1.324	0.403 (a)	1.727 *	1.742
Dec. 20										
Jan. 21										
Feb. 21										
Mar. 21										
Apr. 21										
May 21										
June 21										
July 21										
Aug. 21										
Sept. 21										
Oct. 21										
Cumulative Average	1.034	0.880	0.094	0.060	0.290	0.350	1.324	0.403	1.727	1.742
Cumulative Percent	----	50.96%	5.44%	3.47%	16.79%	20.27%	76.66%	23.34%	100.00%	
Capacity Allocation		0.9967	0.2045			0.9045		0.4943	2.6000	
Capacity Allocation %		38.33%	7.87%			34.79%		19.01%	100%	

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[a] Based on difference between PRBRSA Meter P-4 and Meter P-2(A)

[b] Includes Estimated Flow

***M-15 flows substituted beginning 11/5/20 due to removal of P-4 for Contract PRB-20-1**

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY
SUMMARY OF VOUCHERS FOR
OPERATING EXPENSES

Operating Request for Payment No. 403

The following bills have been reviewed and are recommended for approval for payment at the **January 20, 2021** meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

<u>PRBRSA</u>	<u>VOUCHER</u>	<u>VOUCHER</u>	<u>PAYMENT</u>	<u>CHECK PAYABLE TO</u>
<u>ACCT. NO</u>	<u>NO.</u>	<u>DATE</u>	<u>AMOUNT</u>	
1)	24.05	OP-21-1-1	3/1/2020 \$ 250.00	Borough of Butler
2)	33.01	OP-21-1-2	10/1/2020 \$ 2,705.00	Borough of Butler
3)	24.07	OP-21-1-3	1/8/2021 \$ 170.52	J. Avagnano
4)	22.03	OP-21-1-4	12/9/2020 \$ 12,500.00	Kelly Engineering
5)	22.02	OP-21-1-5	1/11/2021 \$ 3,874.94	Kelly Engineering
6)	22.01	OP-21-1-6	12/8/2021 \$ 2,566.50	Maraziti Falcon LLP
7)	22.02	OP-21-1-7	12/8/2021 \$ 175.50	Maraziti Falcon LLP
8)	22.02	OP-21-1-8	12/4/2020 \$ 11,970.50	Remington & Vernick Engineers
9)	*	OP-21-1-9	12/21/2020 \$ 909,356.00	Pequannock Lincoln Fairfield Sewerage Auth.
10)	33.01	OP-21-1-10	12/9/2020 \$ 3,357.40	ADS LLC
11)	24.07	OP-21-1-11	1/11/2021 \$ 189.33	J. Avagnano
12)	24.07	OP-21-1-12	11/25/2020 \$ 57.80	North Jersey Media Group
13)	33.03	OP-21-1-13	12/23/2020 \$ 600.00	Navitend
14)	24.04	OP-21-1-14	1/11/2021 \$ 30.75	Jamie Avagnano
15)	24.07	OP-21-1-15	1/4/2021 \$ 585.00	US Bank
16)	33.03	OP-21-1-16	10/26/2020 \$ 18.23	Borough of Butler Electric
17)	24.07	OP-21-1-17	12/15/2021 \$ 287.90	Chatham Print
18)	33.01	OP-21-1-18	1/11/2021 \$ 3,426.00	ADS LLC
19)	33.01	OP-21-1-19	1/11/2021 \$ 108,510.00	Arold Construction
20)	22.01	OP-21-1-20	1/11/2021 \$ 2,593.50	Maraziti Falcon LLP
21)	22.02	OP-21-1-21	1/11/2021 \$ 565.50	Maraziti Falcon LLP
22)	22.03	OP-21-1-22	1/9/2021 \$ -	Kelly Engineering
23)	22.02	OP-21-1-23	1/12/2021 \$ 3,244.25	Remington & Vernick Engineers
24)	24.07	OP-21-1-24	1/6/2021 \$ 1,431.54	Tab Group
25)	24.07	OP-21-1-25	1/2/2021 \$ 84.34	North Jersey Media Group
26)	25.07	OP-21-1-26	1/6/2021 \$ 78.82	North Jersey Media Group
27)	33.03	OP-21-1-27	12/8/2021 \$ 6.20	JCP&L

TOTAL: \$ 1,068,635.52

*** Breakdown**

27.00	\$55,675.00
13.00	\$263,710.00
35.00	\$643,502.00
less 35.00	<u>(\$3,531.00)</u>
	<u>909,356.00</u>

Respectfully Submitted,

Jamie Avagnano
Authority Administrator

**Pequannock River Basin
Regional Sewerage Authority**



Pequannock River Basin Regional Sewerage Authority
 Municipal Building, One Ace Road, Butler, NJ 07405
 www.prbrsa.org

RAYMOND VERDONIK, CHAIRMAN
ROBERT VOORMAN, VICE CHAIRMAN
JAMES P. LAMPMANN, TREASURER
EDWIN HOWARD, SECRETARY
E. J. GALL, COMMISSIONER
PAUL METCALFE, COMMISSIONER

Reply to:
Jamie Avagnano
 Authority Administrator

One Ace Road
 Butler, NJ 07405
 Phone: (973) 838-7200 x 250
 Fax: (973) 838-3762
 E-mail: authority@prbrsa.org

January 21, 2021

Ms. Denise Kellerk, Relationship Manager
 Corporate Trust Services
U.S. BANK NATIONAL ASSOCIATION
 333 Thornall Street, 4th Floor
 Edison, NJ 08837

**NYS&W RAILROAD CROSSING
 CONSTRUCTION FUND: 2017 PROJECT**

Re: CONSTRUCTION FUND: 2017 PROJECT
NYS&W Railroad Crossing
ACCOUNT NO. 2576006501

CONSTRUCTION DISBURSEMENT REQUISITION No. C-17-40

Management Services:

In accordance with Section 513(B) of the Resolution adopted by the Authority on July 15, 1986, as amended and supplemented, and entitled "Resolution Providing for the Issuance of Bonds of the Pequannock River Basin Regional Sewerage Authority and for the Rights of the Holders Thereof, and Authorizing \$20,000,000 Principal Amount Thereof" (the "Resolution"), you are hereby instructed to make the following disbursements from the Construction Fund (Account #2576006501) as authorized by the Authority at a meeting on **January 20, 2021**.

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120328C2	C-17-40-1-1	1/11/2021	\$ 3,965.04	Kelly Engineering
2)	120328C2	C-17-40-1-2	12/8/2020	\$ 682.50	Maraziti Falcon LLP
3)	120328C3	C-17-40-1-3	12/28/2020	\$ 8,460.75	Mott MacDonald
4)	120328C2	C-17-40-1-4	1/11/2021	\$ 877.50	Maraziti Falcon LLP
5)	120328C1	C-17-40-1-5	1/5/2021	\$500,615.86	Montana Construction

TOTAL DISBURSEMENTS

\$514,601.65 *js*

UNLESS OTHERWISE DIRECTED, ALL CHECKS SHALL BE MAILED DIRECTLY TO THE CLAIMANT AT THE ADDRESS INDICATED ON THE VOUCHER FORM.