

## MEETING MINUTES

### PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

March 20, 2024

Minutes of the Reorganization Meeting of the **Pequannock River Basin Regional Sewerage Authority** held on March 20, 2024 at the Borough of Butler. Chairman Verdonik called the meeting to order at approximately 6:00 p.m.

#### ROLL CALL

On roll call:

**PRESENT** : Chairman Verdonik, Commissioners Desai, Pellegrini, Voorman and Wilkes

**ABSENT** : Commissioners Howard, Lampmann & Mabey

**ALSO PRESENT** : Jamie Avagnano, Authority Administrator;  
Diane Alexander, Esq., Maraziti Falcon, LLP

#### OPEN PUBLIC MEETING STATEMENT

Administrator Avagnano read the “Open Public Meeting Statement” indicating that adequate notice of the Authority’s regular meeting had been publicized in accordance with law by posting notice on the bulletin board at the Butler Municipal Building, by providing notice to the municipal clerks of Bloomingdale, Butler, Kinnelon, and Riverdale, and by providing notice to the official newspapers of the Authority. The statement also noted that the meeting information was available on the PRBRSA webpage for public access, provided to the municipal clerks and noticed in the Authority’s official newspapers.

#### ADOPTION OF MINUTES

1. **Meeting Minutes: February 21, 2024**

Secretary Desai moved acceptance of the minutes of the February 21, 2024 reorganization meeting. That motion was seconded by Vice Chairman Voorman and approved on the following roll call vote:

**AYES** : Chairman Verdonik, Commissioners Desai, Pellegrini, Voorman and Wilkes

**NAYS** : None

**ABSENT** : Commissioners Howard, Lampmann & Mabey

**ABSTAIN** : None

## **OPERATIONAL REPORT**

### **1. SYSTEM OPERATIONS**

#### **1.1 Flow Report**

Chairman Verdonik referenced the February Flow Report adding that Steve Donati was absent yet provided an engineering summary in the meeting documents.

Jamie Avagnano added that as a follow up to last month's meeting, we conferenced with CSL on concerns with Meter P-2A. She advised that CSL conducted analysis from 2 years' worth of data which did not show any anomalies as Meter P-2A and Meter P-4 increased/decreased within 5% during the period. She also reported that CSL offered to provide a redundant meter within the P-2A location to confirm the meters accuracy at no charge to the Authority. In response to Commissioner Howard's suggestion in February of placing video streaming technology in the chamber, CSL reported that they are not aware of the existence of such technology for manholes outside of CCTV.

Secretary Desai commented on the I/I Study that was issued to the municipalities, noting that for Riverdale, the study showed the flows increased the most during rain events. He disagreed with the study utilizing P-2A readings for Riverdale's analysis as the P-2A readings during high rain events are not necessarily connected to Riverdale's flow.

#### **1.2 TBSA Flow Report (Budget vs. Actual)**

Chairman Verdonik advised that for February TBSA's M-15 meter was 7% higher than PRBRSA P-4 in the general vicinity, noting that the percentage was within TBSA standard of 10%. Secretary Desai observed that the data produced a 7% swing going from -7% to +14% over the period. Jamie Avagnano added that the TBSA flows for December and January excluded the high rain events due to meter chamber flooding which may be producing the swing in flows.

#### **1.3 Boonton Avenue Interceptor CCTV/Cleaning**

Chairman Verdonik advised that CP Engineers would have the bid documents for Contract PRB 24-1 ready for advertisement of the "Notice to Bidders" by April 10, 2024 and requested a motion to move R-24-3-1 authorizing advertisement.

Vice Chairman Voorman moved Resolution R-24-3-1 as follows:

Resolution No. R-24-3-1

**RESOLUTION TO AUTHORIZE PUBLICATION OF  
NOTICE TO BIDDERS FOR CONTRACT NO. PRB-24-1**

**WHEREAS**, the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) desires to authorize the publication of a Notice to Bidders to advertise for the receipt of sealed bids in connection with the Authority’s CCTV Inspection and Cleaning Project, Contract No. PRB-24-1; and

**NOW, THEREFORE, BE IT RESOLVED** by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and the State of New Jersey on the 20<sup>th</sup> day of March, 2024 as follows:

1. The Authority shall cause to be published a Notice to Bidders in accordance with N.J.S.A. 40A:11-23, and in a form approved by the Authority Attorney.
2. This Resolution shall take effect as provided by law.

Certified to be a true copy of a Resolution enacted at a duly convened public meeting of the Pequannock River Basin Regional Sewerage Authority held on March 20, 2024.

That motion was seconded by Secretary Desai and approved on the following roll call vote:

<b>AYES</b>	:	Chairman Verdonik, Commissioners Desai, Pellegrini, Voorman and Wilkes
<b>NAYS</b>	:	None
<b>ABSENT</b>	:	Commissioners Howard, Lampmann & Mabey
<b>ABSTAIN</b>	:	None

**2. TBSA ACTIVITIES**

**2.1 Status Update**

Vice Chairman Voorman reported on activities at the TBSA treatment plant, advising that there was a local force main break in Fairfield that will require 700’ replacement of an 18-inch line. Secretary Desai inquired if PRBRSA would be required to pay a percentage of the emergency repair. Vice Chairman Voorman responded that the emergency repair is paid for out of reserves for such purposes.

Chairman Verdonik reported that he advised TBSA Executive Director, Tom Bongiovanni, of PRBRSA's initiatives to repair/reline the PRBRSA Interceptor and that TBSA may want to perform inspections on TBSA's portion of the line extending from Meter M-15 in Riverdale to the 42" connection in Lincoln Park as that is TBSA's portion of the same line that was installed by PRBRSA.

### **3. TWA APPLICATIONS AND CONNECTION PERMITS**

#### **3.1 TWA Application Riverdale Phase 5 Sewer Extension Borough of Riverdale**

Chairman Verdonik reiterated that the TWA application was approved and will be released to Riverdale on receipt of funds per the Settlement Agreement.

### **4. CONSTRUCTION CONTRACTS**

#### **4.1 Riverdale Lining Project**

Jamie Avagnano reported on the due diligence efforts regarding the potential relining project. She advised that she spoke with John Vilga of the Lancaster Area Sewer Authority who just finished a relining project. She summarized her discussions advising that the project may be on the order of \$6 million to \$12 million based on current pricing received from LASA and the Two Rivers Sewerage Authority at \$450/LF to \$650/LF. She emphasized the Board's concerns that bypass pumping appears to be a cost escalating and time consuming challenge given the location of the interceptor.

She also mentioned that given the potential cost of the project, I-BANK financing is being considered and that a conference was scheduled with bond counsel and counsel to review current guidelines.

### **5. FINANCIAL MATTERS**

#### **5.1 Treasurer's Report: February 29, 2024**

Chairman Verdonik presented the Treasurer's Report for the period ending February 29, 2024. Commissioner Wilkes moved acceptance of the Treasurer's Report as presented.

That motion was seconded by Vice Chairman Voorman and approved on the following roll call vote:

**AYES** : Chairman Verdonik, Commissioners Desai, Pellegrini, Voorman and Wilkes

**NAYS** : None

**ABSENT** : Commissioners Howard, Lampmann & Mabey

**ABSTAIN** : None

**6. UNFINISHED BUSINESS**

**6.1 Unauthorized Connection – Riverdale Claim**

Administrator Avagnano reported that the Settlement Agreement was executed by all 3 parties. Diane Alexander, Esq. advised that Eric Nemeth, Esq. informed her that payment would be issued by one check hopefully the week of March 26<sup>th</sup>.

Secretary Desai referenced a draft table referencing refunding the Settlement Agreement funds to 3 municipalities, questioning where the funds were paid from in FY 2019/2020. Jamie Avagnano responded, advising that the funds were appropriated from the operating budget at the time of the repair and distributed based on flows. She offered that the calculation was refunding the towns on flows with Riverdale's portion being credited as a reduction per the Settlement Agreement. A discussion ensued.

The Board agreed to prepare a Budget Amendment on receipt of the Settlement Agreement funds as calculated.

**6.2 WEFTEC New Orleans – October 5-9**

Chairman Verdonik informed the Board that registration for WEFTEC in New Orleans opens on April 30<sup>th</sup> and generally fills up quickly so please register early if any members are planning to attend. He added that he would be attending this year as a TBSA Member.

The Chairman also noted that WEFTEC under NJWEA holds a smaller conference in Atlantic City on May 6-10<sup>th</sup> which is also open to PRBRSA Members.

**7. NEW BUSINESS**

**7.1 QPA Educational Forum**

Chairman Verdonik referenced the QPA Forum in Atlantic City on April 23-25 and recommended that the PRBRSA QPA attend. The Board agreed.

**8. CONSENT AGENDA**

None

**9. PAYMENT OF BILLS**

**9.1 Operating Request for Payment No. 439**

Vice Chairman Voorman presented Operating Request for Payment No. 439 and moved approval as follows:

The following bills have been reviewed and are recommended for approval for payment at the					
March 20, 2024 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):					
	<b>PRBRSA</b>	<b>VOUCHER</b>	<b>VOUCHER</b>	<b>PAYMENT</b>	
	<b>ACCT. NO</b>	<b>NO.</b>	<b>DATE</b>	<b>AMOUNT</b>	<b>CHECK PAYABLE TO</b>
1)	24.05	OP-24-3-1	3/31/2023	\$ 250.00	Borough of Butler
2)	33.01	OP-24-3-2	10/1/2022	\$ 2,884.00	Borough of Butler
3)	24.07	OP-24-3-3	3/5/2024	\$ 208.04	J. Avagnano
4)	33.01	OP-24-3-4	3/11/2024	\$ 2,680.00	CSL
5)	22.01	OP-24-3-5	3/8/2024	\$ 1,872.00	Maraziti Falcon LLP
6)	22.01	OP-24-3-6	3/8/2024	\$ 175.50	Maraziti Falcon LLP
7)	22.03	OP-24-3-7	3/8/2024	\$ 2,585.50	CP Engineers LLC
8)	34.03	OP-24-3-8	3/8/2024	\$ 118.50	CP Engineers LLC
9)	25.03	OP-24-3-9	3/11/2024	\$ 352.00	Water Environment Federation
10)	24.02	OP-24-3-10	3/11/2024	\$ 25.00	Navitend
11)	25.02	OP-24-3-11	3/11/2024	\$ 50.00	Institute for Professional Development
12)	33.03	OP-24-3-12	3/11/2024	\$ 13.60	Borough of Butler Electric
13)	33.03	OP-24-3-13	3/11/2024	\$ 4.09	JCP&L
14)	24.07	OP-24-3-14	2/28/2024	\$ 116.63	North Jersey Media Group
15)	24.07	OP-24-3-15	2/28/2024	\$ 91.88	North Jersey Media Group
16)	24.07	OP-24-3-16	2/28/2024	\$ 81.92	North Jersey Media Group
17)	24.07	OP-24-3-17	2/28/2024	\$ 66.58	North Jersey Media Group
18)	24.07	OP-24-3-18	2/28/2024	\$ 64.32	North Jersey Media Group
19)	25.02	OP-24-3-19	3/18/2024	\$ 583.00	Rutgers Center for Government Services (QPA Conf.)
			<b>TOTAL:</b>	<b>\$ 12,222.56</b>	

Commissioner Wilkes seconded the motion which passed on the following roll call vote:

**AYES** : Chairman Verdonik, Commissioners Desai, Pellegrini, Voorman and Wilkes

**NAYS** : None

**ABSENT** : Commissioners Howard, Lampmann & Mabey

**ABSTAIN** : None

#### **OPEN MEETING FOR PUBLIC COMMENT**

The meeting was opened to the public. There being no public present, Chairman Verdonik closed the public portion of the meeting.

#### **ADJOURNMENT**

At approximately 6:34 pm, Secretary Desai moved to adjourn the regular meeting. That motion was seconded by Vice Chairman Voorman and approved unanimously on voice vote.

At approximately 6:34 pm, the meeting was adjourned.

Respectfully submitted,  
*Jamie Avagnano*  
Jamie Avagnano,  
Recording Secretary

Enclosure: Treasurer's Report for the period ending February 2024