

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

May 15, 2024

Minutes of the Regular Meeting of the **Pequannock River Basin Regional Sewerage Authority** held on May 15, 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 Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

ABSENT : Commissioner Desai

ALSO PRESENT : Jamie Avagnano, Authority Administrator; Steve Donati, P.E., CP Engineers and 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: April 17, 2024**

Vice Chairman Voorman moved acceptance of the minutes of the April 17, 2024 regular meeting. That motion was seconded by Commissioner Lampmann and approved on the following roll call vote:

AYES : Chairman Verdonik, Commissioners Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

NAYS : None

ABSENT : Commissioner Desai

ABSTAIN : None

2. Closed Session Meeting Minutes:

July 20, 2022, August 17, 2022, December 7, 2022, January 18, 2023, February 15, 2023, April 19, 2023

Vice Chairman Voorman moved acceptance of the Closed Session Minutes as listed above. That motion was seconded by Commissioner Lampmann and approved on the following roll call vote:

AYES : Chairman Verdonik, Commissioners Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

NAYS : None

ABSENT : Commissioner Desai

ABSTAIN : None

3. Closed Session Meeting Minutes: September 28, 2022 & March 15, 2023

Vice Chairman Voorman moved acceptance of the Closed Session Minutes listed above. That motion was seconded by Commissioner Lampmann and approved on the following roll call vote:

AYES : Chairman Verdonik, Commissioners Lampmann, Mabey, Pellegrini, Voorman and Wilkes

NAYS : None

ABSENT : Commissioner Desai

ABSTAIN : Commissioner Howard

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Report

Chairman Verdonik referenced the May 14th Flow Report emphasizing the 5-inches of rain for the month of April. Steve Donati commented that the redundant meter within the P-2A chamber was within 5% accuracy for the month noting some daily variations but overall within an acceptable range.

1.2 TBSA Flow Report (Budget vs. Actual)

Chairman Verdonik advised the TBSA actual versus estimated flow comparisons were as expected adding that all participant percentages are trending down.

1.3 Boonton Avenue Interceptor CCTV/Cleaning

Steve Donati, PE reported that the bid documents are in final review with the project start-up anticipated for end July-August.

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman reported that TBSA approved an emergency contract for force main repairs around \$550,000.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 Non-Residential Connection Curley's Ice Cream Borough of Riverdale

Steve Donati referenced his April 25th reply to an inquiry on Curley's Ice Cream and the adjacent former Liquor Store connecting to the PRBRSA Interceptor fronting Circle Farms. Steve Donati advised that the Authority received a further inquiry from the property owner's representative regarding the possibility of connecting to the sewer lateral within the B&A market lot. After discussion, Steve was instructed to advise Curley's representative that the applicant must first obtain approval from the local municipality and provide engineering plans before the Authority can provide any recommendations on the matter.

3.2 114 Main Street
Lateral
Borough of Butler

Steve Donati advised that the Authority received a notification of a lateral fracture at 114 Main Street, Butler, wherein the property owner suggested that the fracture was the result of work done under Contract PRB 19-1 in 2020.

On review, Steve informed the Board that there was a receiving pit for the jacking operation done, as part of the work performed by Montana, in the vicinity of the property. He confirmed that more information would be required for review. Jamie Avagnano advised that she requested that the property owner submit videos and invoices of the repair for the Authority's review which have not yet been received.

4. CONSTRUCTION CONTRACTS

4.1 Riverdale Lining Project

Steve Donati, PE advised that the re-lining project due diligence report should be available for the June meeting. Regarding spiral-wound liners, he reported that the actual product is a PVC material that is wound into the pipe forming an inside wall. However, on speaking with the manufacturer he was unable to confirm whether or not by-pass pumping is required. Although the product can be installed with flow in the pipe, the ability to do so is dependent on various factors.

Steve added that currently he recommends a performance based specifications which would allow for both tradition CIPP and spiral wound applications. The need for bypass pumping will be reflected in the overall bid price.

Regarding I-BANK funding, the Board recommended that we place the project on the priority list.

5. FINANCIAL MATTERS

5.1 Treasurer's Report: April 30, 2024

Treasurer Lampmann presented the Treasurer's Report for the period ending April 30, 2024 and moved approval as presented.

That motion was seconded by Commissioner Mabey and approved on the following roll call vote:

- AYES** : Chairman Verdonik, Commissioners Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes
- NAYS** : None
- ABSENT** : Commissioner Desai
- ABSTAIN** : None

5.2 FY 2024 Budget Amendment

Chairman Verdonik advised that the FY 2024 Budget Amendment 1 was approved on April 26, 2024 and that the revised Annual Charge Certifications were issued.

6. UNFINISHED BUSINESS

6.1 WEFTEC New Orleans

Chairman Verdonik informed the Board that registration WEFTEC in New Orleans from October 5 thru October 9th is now open.

7. NEW BUSINESS

7.1 Workers Compensation Policy

Chairman Verdonik referenced the Liberty Mutual insurance renewal for workers compensation, noting the NJ State Minimum is now at \$1,090 with the policy quote at \$1,277 and recommended approval as written.

Treasurer Lampmann moved Resolution R-24-5-1 workers compensation insurance as follows:

Resolution No. R-24-5-1

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter “the Authority”) maintains policies of insurance in accordance with Authority policy; and

WHEREAS, the Authority desires to maintain appropriate coverage and has received a quotation for Worker’s Compensation Insurance from Liberty Mutual Insurance Group for the policy period ending June 17, 2024 for \$1,277.00;

WHEREAS, N.J.S.A. 40A:11-5(1)(m) authorizes the Authority to award contracts for insurance without public advertising for bids and bidding thereof; and

WHEREAS, the Authority Administration has certified the availability of funds under line item 23.03 of the FY 2024 annual budget.

WHEREAS, the Authority has reviewed the Certification of the Authority Administrator of even date herewith;

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic in the State of New Jersey on this 15th day of May, 2024, as follows:

1. The Authority hereby approves and authorizes the Authority Administrator to acquire the aforesaid insurance policy.
2. The Authority hereby authorizes payment to the above company of the premium due in the amount of \$1,277.00.
3. The Authority Administrator shall cause a copy of the within Resolution to be published in an official newspaper of the Authority.
4. This Resolution shall take effect immediately.

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 May 15, 2024.

That motion was seconded by Commissioner Howard and approved on the following roll call vote:

AYES : Chairman Verdonik, Commissioners Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

NAYS : None

ABSENT : Commissioner Desai

ABSTAIN : None

8. CONSENT AGENDA

None

9. PAYMENT OF BILLS

9.1 Operating Request for Payment No. 441

Treasurer Lampmann presented Operating Request for Payment No. 441 and moved approval as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY				
SUMMARY OF VOUCHERS FOR				
OPERATING EXPENSES				
Operating Request for Payment No. 441				
The following bills have been reviewed and are recommended for approval for payment at the				
May 15, 2024 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):				
PRBRS	VOUCHER	VOUCHER	PAYMENT	
ACCT. NO	NO.	DATE	AMOUNT	CHECK PAYABLE TO
1)	24.05	OP-24-5-1	4/12/2024 \$ 250.00	Borough of Butler
2)	33.01	OP-24-5-2	10/1/2022 \$ 2,884.00	Borough of Butler
3)	24.07	OP-24-5-3	4/5/2024 \$ 208.04	J. Avagnano
4)	33.01	OP-24-5-4	4/12/2024 \$ 2,680.00	CSL
5)	22.01	OP-24-5-5	5/7/2024 \$ 1,716.00	Maraziti Falcon LLP
6)	32.01	OP-24-5-6	5/7/2024 \$ 195.00	Maraziti Falcon LLP
7)	22.03	OP-24-5-7	5/7/2024 \$ 6,594.52	CP Engineers LLC
8)	32.02	OP-24-5-8	5/7/2024 \$ 3,420.50	CP Engineers LLC
9)	32.02	OP-24-5-9	5/7/2024 \$ 2,683.00	CP Engineers LLC
10)	23.03	OP-24-5-10	4/17/2024 \$ 1,277.00	Liberty Mutual
11)	23.01	OP-24-5-11	5/1/2024 \$ 23,429.00	Cincinnati Insurance
12)	25.01	OP-24-5-12	5/1/2024 \$ 666.20	Jamie Avagnano
13)	33.03	OP-24-5-13	5/1/2024 \$ 13.60	Borough of Butler Electric
14)	33.03	OP-24-5-14	4/10/2024 \$ 4.09	JCP&L
15)	34.03	OP-24-5-15	5/7/2024 \$ 1,494.00	CP Engineers LLC
16)	24.04	OP-24-5-16	5/8/2024 \$ 384.77	Chatham Print & Design
17)	24.07	OP-24-5-17	5/8/2024 \$ 142.46	North Jersey Media Group
TOTAL:			\$ 48,042.18	

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

AYES : Chairman Verdonik, Commissioners Howard, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

NAYS : None

ABSENT : Commissioner Desai

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 6:21 pm, Treasurer Lampmann moved to adjourn the regular meeting. That motion was seconded by Commissioner Pellegrini and approved unanimously on voice vote.

At approximately 6:21 pm, the meeting was adjourned.

Respectfully submitted,
Jamie Avagnano
Jamie Avagnano,
Recording Secretary

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