

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

October 16, 2019

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on October 16, 2019 in the Conference Room at the Butler Municipal Building, One Ace Road, Butler, New Jersey. Chairman Voorman called the meeting to order at approximately 7:00 p.m.

ROLL CALL

On roll call:

PRESENT : Chairman Voorman, Commissioners Howard, Lampmann, Metcalfe and Verdonik

ABSENT : Commissioner Gall

ALSO PRESENT : Jamie Avagnano, Authority Administrator; Christopher H. Falcon, Esq.; Maraziti Falcon, LLP; Daniel D. Kelly, P.E., Kelly Engineering. Also present Anthony Gagliostro, Mott MacDonald, Councilman Desai, Borough of Riverdale

OPEN PUBLIC MEETING STATEMENT

Chairman Voorman introduced 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.

ADOPTION OF MINUTES

1. Meeting Minutes: Regular Meeting – September 18, 2019

Administrator Avagnano noted one correction to page 11 of the draft minutes. Vice Chairman Verdonik moved acceptance of the minutes of the September 18, 2019 regular meeting. That motion was seconded by Commissioner Metcalfe and approved on the following roll call vote:

AYES : Commissioners Howard, Lampmann, Metcalfe, Verdonik and Voorman

NAYS : None

ABSENT : Commissioner Gall
ABSTAIN : None

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Alternative Cost Recovery Methodologies

Administrator Avagnano referenced two drafts of a transmittal letter to be included in the package being sent to the towns along with the final report prepared by Howard Woods. She advised that the first letter was Mr. Kelly's and her revised version which clarified the Authority's objective. Chairman Voorman advised that he would review the final draft for transmittal next week.

Ms. Avagnano noted three analyses in the file folders that were requested by Chairman Voorman. The analyses provided further information on the billing impacts as well as historical changes in flow metering adjustment over the past 10 years. Vice Chairman Verdonik and Commissioner Lampmann both stressed the variations in the flow adjustments over the years pointing out the apparent change in flow conditions around 2012 as highlighted by the corresponding increases/decreases in the Annual Charges after the final flow adjustments were applied.

Chairman Voorman advised that as an incentive to adopt the alternative EDU billing method that the Authority may want to apply surplus to offset the charge increases in order to allow the municipalities to budget appropriately. Chairman Voorman commented that the table on application of surplus analyzed the funds required for various scenarios.

On review of the information, the Board agreed that Mr. Woods' final report should be issued to the four municipalities next week to schedule the meetings prior to the Authority's December 4th meeting. Ms. Avagnano indicated that she would do that and also coordinate with Mr. Woods.

1.2 Flow Report

Ms. Avagnano presented the Flow Report for the period ending September 2019 noting that September was a much drier month.

Mr. Kelly commented that the drier weather substantially lowered the overall flow contributions over the 11 months.

The following reports were also made available to the Board in their file folders:

September 2019

- Daily Flow Summary for September 2019
- Daily Flow Hydrograph for September 2019
- Hydrograph: Comparison P-4 vs. M-15

Ms. Avagnano also referenced the report requested by Commissioner Howard concerning the amount of monies expensed on flow meter related issues. Turning to that Summary, Ms. Avagnano advised the records show that approximately \$550,000 has been spent on flow metering issues over the past 12 years. Commissioner Howard pointed out that the average yearly cost spent on flow metering analysis exceeded the amount of the ADS contract on a yearly basis.

1.3 ADS Contract OM-5 Proposal B

Ms. Avagnano referenced her letter recommending approval of Proposal B for ADS services beginning December 1, 2019 through November 30, 2020 for ongoing flow metering. Mr. Kelly noted that flow metering is required per the service contract to monitor flows versus reserve capacity and that the costs involved in retaining a new metering company at this stage would be excessive and that any change could prove problematic. Commissioner Metcalfe commented correctly that flow meters will be required regardless of the billing method adopted.

The Board agreed to move forward with extension of the ADS contract.

Commissioner Metcalfe moved adoption of the following resolution as follows:

Resolution No. R-19-10-2

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) awarded Proposal A of Contract OM-5 on December 5, 2018 by Resolution No. R-18-12-2 for permanent metering services in connection with the operation of the Authority’s wastewater system to ADS L.L.C.; and

WHEREAS, the Authority desires to extend the term of the contract with ADS L.L.C. for a second year in accordance with the terms of Proposal B of said Contract No. OM-5 in the amount of \$40,288.00;

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 16th day of October, 2019, as follows:

1. The Authority hereby awards Proposal B of Contract OM-5 with ADS L.L.C. for the performance of comprehensive flow monitoring

services in connection with the measurement, electronic transmission, calculation, analysis, and recording of sewage flows.

2. The Authority hereby authorizes ADS L.L.C. to proceed with the Work set forth by Proposal B for the performance of permanent metering services for the period of December 1, 2019 to November 30, 2020 at a cost of \$40,288.00.
3. The Authority reserves the right in its discretion to authorize an extension of Contract OM-5 through the adoption of a resolution for the third year in accordance with Proposal C in the amount of 41,112.00. The Authority shall adopt any such extension resolution within 60 days before the expiration of the then applicable annual period. The contract price shall be that set forth above for the applicable year and the terms and conditions of the contract shall remain the same.
4. The Chairman is authorized and directed to execute the aforesaid agreement on behalf of the Authority.
5. The Administrator is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority within ten (10) days of the date hereof. The Contract shall be on file and available for inspection by members of the public in accordance with law.
6. This Resolution shall take effect as provided by law.

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

| | | |
|----------------|---|--|
| AYES | : | Commissioners Howard, Lampmann, Metcalfe, Verdonik and Voorman |
| NAYS | : | None |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

1.4 TBSA Flow Report (Budget vs. Actual)

Mr. Kelly presented his October 11th memorandum noting the flows are running almost 3% below budget. Therefore, PRBRSA should expect a credit from TBSA. Commissioner Metcalfe inquired on the contributing factors for that calculation. Vice Chairman Verdonik and Chairman Voorman explained that based on 10 months of flow records, PRBRSA may be receiving a credit to offset the deficit situation of one TBSA member.

2. TBSA ACTIVITIES

2.1 Status Update

As referenced above as well, Chairman Voorman and Vice Chairman Verdonik confirmed that PRBRSA would be receiving a credit from TBSA to offset the User Charge adjustments for other Participants. Vice Chairman Verdonik also reported that Meter M-15 has been replaced and, due to hydraulics or the differential calculations, the meters were now reading 3% higher rather than 3% under previous totals, essentially the same margin of error only in the opposite direction.

Vice Chairman Verdonik also advised that TBSA's headworks project for the middle of the plant was underway related to nitrate compliance.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 Unauthorized Connection BP Gas Station/Car Wash/Convenience Store Borough of Riverdale

Mr. Kelly summarized the three RFP's received for design – bid and construction engineering phase have been received and summarized. He said Mott MacDonald's quote is approximately \$40,000 lower than the other two quotations.

Mr. Kelly also noted that MM proposed an alternative construction method that would not require bypass pumping. Councilman Desai inquired about the anticipated length of the project. Mr. Kelly responded that MM was predicting 2 weeks of construction time, yet the other two firms included 2-3 months in their proposals. Councilman Desai added that Riverdale would support the remediation project and on receipt of the invoices would submit the claim to their insurance company for determination of liability.

Commissioner Lampmann asked if the construction site would be located near the NJDOT repaving project which listed a 5 year moratorium on construction projects. Mr. Kelly said that he believed the project would be on the shoulder away from the paved area but would need to review that further with NJDOT.

Chairman Voorman responded to Councilman Desai's question on the condition of the pipe explaining that cutting the prestressed wires of the pipe compromised the pipe's integrity. Councilman Desai said that explains the urgency of the matter.

Commissioner Howard asked if there were any videos, photographs or other records on the pipe to prove that it was not a pre-existing condition. Mr. Kelly said he would go back to check the records.

Given the lack of competitiveness, the Board asked Mr. Kelly to issue two, possibly three more RFPs for the Board's consideration at the December meeting.

Note: At approximately 7:50 PM, Councilman Desai left the meeting in progress.

**3.2 TWA Application
Panera/CVS/Wawa
Borough of Butler**

Mr. Kelly advised that the modified design showing two separate connections to the system for four buildings, three new and one existing, has been received along with a Non-Residential Connection application. He commented that he was currently reviewing the submission and would return to the contractor shortly. Vice Chairman Verdonik noted that the project was moving slowly.

1. BOONTON AVENUE INTERCEPTOR

4.1 Park Place/NYS&W Railroad Crossing (2017 Project)

Ms. Avagnano advised that the Bid Opening took place on October 9th with one bid received from Montana Construction at \$1,422,025..

Counsel advised the Board to enter into Closed Session to discuss options regarding Contract No. PRB-19-1.

Commissioner Lampmann moved the following resolution to enter into closed session:

Resolution No. R-19-10-3

**RESOLUTION AUTHORIZING CLOSED SESSION
PURSUANT TO THE OPEN PUBLIC MEETINGS LAW**

BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and State of New Jersey on this 16th day of October 2019 as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-

12(b)(7), being the Open Public Meetings Law, in order to discuss contract negotiations/rebid for construction of an Authority project.

2. It is not known at the present time when the matter under discussion will be disclosed.
3. The Authority shall convene following the executive session to consider other matters on its regular meeting agenda.
4. This Resolution shall take effect as provided by law.

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

| | | |
|----------------|---|--|
| AYES | : | Commissioners Howard, Lampmann, Metcalfe, Verdonik and Voorman |
| NAYS | : | None |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

The Authority entered Closed Session at 7:50 pm.

At approximately 8:55 pm Commissioner Metcalfe moved to end closed session and return to the normal business agenda. Vice Chairman Verdonik seconded the motion which passed unanimously on the following roll call vote:

| | | |
|----------------|---|--|
| AYES | : | Commissioners Howard, Lampmann, Metcalfe, Verdonik and Voorman |
| NAYS | : | None |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

At approximately 8:55 PM the Authority returned to the public portion of the meeting.

Chairman Voorman expressed his position that he did not feel the bid price received was competitive so award to Montana may not be in the best interest of the public. He based that on the considerable increase from the original bid by the same contractor in August which was rejected based on advice from counsel due to a

material defect in Montana's bid which the Local Public Contracts Law deems a fatal defect such that the bid had to be rejected.

The other Board Members expressed similar concerns on awarding the contract to Montana Construction. At the same time, however, the Board weighed the countervailing arguments on the need to press forward as extensively discussed in closed session. The engineer's bid reports recommends award of contract while commenting on the current tight construction marketplace, meaning that prices could well escalate; that fact in combination with the results of the first bid with three bidders pricing the work at \$1,192,700, \$1,424,550 and \$2,299,750 followed by the single bid of Montana Construction at \$1,424,025 establishes both the limited level of interest in the project and the risk of further price escalation if Montana's bid is rejected (thereby releasing Montana from entering into the contract) should negotiations prove unsuccessful leading to a third round of bidding.

The fact that the first round of bids brought three bidders while the second round brought one bidder points to the possibility that a third round may bring none. Since the Authority has little or no leverage in negotiating the contract, any attempt to do so may produce additional costs and delay with no assurance of success. Critically as well, Green Acres imposed a 2 year time constraint when the temporary construction easement would expire which would create an untenable condition if the work is not completed by the May 19, 2021 Green Acres deadline.

Taking the above factors and more into consideration along with possibility of escalating costs, Commissioner Metcalfe commented that it was in the best interest of the Authority to award the contract as bid.

With that and numerous other considerations discussed during Closed Session, the Board reluctantly elected to move forward with award of Contract PRB-19-1 to Montana Construction as the best available option.

Commissioner Metcalfe moved approval of the following resolution:

Resolution No. R-19-10-4

RESOLUTION AWARDING MAIN STREET AND PARK PLACE SANITARY SEWER REPLACEMENT PROJECT CONTRACT NO. PRB-19-1 (RE-BID) TO MONTANA CONSTRUCTION CORP., INC.

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("Authority") solicited re-bids for the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1 (Re-bid) after rejecting all prior bids for substantially exceeding the pre-bid cost estimate and for all other reasons set forth in Resolution No, R-19-8-3; and

WHEREAS, as a result of the re-bid, one bid was received on October 9, 2019 as follows:

| | |
|---|----------------|
| Montana Construction Corp., Inc. 80 Contant Avenue Lodi, New Jersey 07644 | \$1,422,025.00 |
|---|----------------|

WHEREAS, the bidding documents were reviewed by the Authority's staff and consultants, including the firm Maraziti, Falcon LLP and the firm Mott McDonald; and

WHEREAS, the bid response from Montana Construction Corp., Inc. does not contain any material defects; and

WHEREAS, the Authority's Consulting Engineer, Mott MacDonald, has recommended that the Contract be awarded to Montana Construction Corp., Inc. pursuant to its letter dated October 14, 2019; and

WHEREAS, the bidding documents include plans for the improvement to public property that were designed by Mott McDonald; and

WHEREAS, N.J.S.A. 59:4-6 provides that neither the public entity nor a public employee is liable for an injury caused by the plan or design of public property or any improvement thereto where the plan or design was approved in advance of construction or improvement by the Authority or a public employee exercising discretionary authority to give such approval on its behalf where such plan or design was prepared in conformity with the standards previously approved by the Authority; and

WHEREAS, in addition to awarding the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1 (Re-Bid), to the lowest responsible bidder, the Authority desires to record its approval of said plans and design for the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1 (Re-Bid).

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and State of New Jersey, on this 16th day of October, 2019, as follows:

1. All immaterial defects contained in the bid submission of Montana Construction Corp., Inc., if any, are waived and the Authority awards the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1 (Re-bid), to Montana Construction Corp., Inc. as the lowest responsible bidder in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.
2. The Contract awarded herein to Montana Construction Corp., Inc. shall commence after the execution of the Contract, the submission of the Performance Guarantees and all required insurance certificates required by the Contract, and after the issuance of a Notice to Proceed issued on behalf of the Authority.

3. The entire design, specifications and plans prepared by Mott McDonald and to be utilized for the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1, are hereby approved for the purpose of the immunity to be afforded to the Authority in accordance with N.J.S.A. 59:4-6.
4. The Consulting Engineer and Authority Administrator, together with the Authority's professional consultants are hereby authorized to take such actions as are necessary or desirable to effectuate the terms and conditions of this Resolution and to take measures to ensure that all appropriate documents, as required by the Main Street and Park Place Sanitary Sewer Replacement Project, Contract No. PRB-19-1 (Re-bid) are provided by the Contractor prior to the issuance of the Notice to Proceed.
5. The Authority Treasurer certifies the availability of funds in the bid amount of \$1,422,025 to finance the Main Street and Park Place Sanitary Sewer Replacement Project from the Construction Fund.
6. This Resolution shall take effect immediately.

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

| | | |
|----------------|---|---|
| AYES | : | Commissioners Howard, Lampmann and Metcalfe |
| NAYS | : | Commissioners Voorman and Verdonik |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

Mr. Gagliostro with Mott MacDonald advised that he would relay the Board's concern with management and excused himself from the meeting at approximately 9:00 pm.

4.2 Green Acres-Contingency Agreement

Commissioner Lampmann reported that the Borough is fully aware of the deadline for the park improvements and are working with the vendor for expedited delivery and installation on or before November 9th.

2. FINANCIALS

5.1 Treasurer's Report: September 30, 2019

Treasurer Lampmann presented the Treasurer's Report for the period ending September 30, 2019 and moved its approval as presented.

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

| | | |
|----------------|---|---|
| AYES | : | Chairman Voorman, Commissioners Howard, Lampmann, Metcalfe and Verdonik |
| NAYS | : | None |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

BUDGET HEARING

There being no members of the public present for the Budget Hearing, Chairman Voorman asked that the Budget Message be entered into the minutes as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

BUDGET MESSAGE

BUDGET HEARING: OCTOBER 16, 2019

ANNUAL BUDGET: FY 2020

Good evening and welcome to the monthly meeting of the Pequannock River Basin Regional Sewerage Authority.

This is a budget hearing prior to adoption of the Authority's fiscal year 2020 annual budget as initially approved on August 21st with State approval following on September 13th. The proposed budget was forwarded to each town on September 20th along with notification of this hearing.

The Budget proposes to increase the Annual Charges to the municipalities included within the approved budget by \$100,000, from \$5,320,000 to \$5,420,000, a 1.9% increase. On approval of the Budget, Revenues and Appropriations would increase from \$5,340,000 last year to \$5,471,000 for FY 2020.

This year the budget includes a contribution to the Capital Reserve Fund at \$275,000 as well as a \$125,000 contribution to the Renewal and Replacement Fund for future remediation projects to be outlined in our asset management plan.

While 99.8% of our revenues are received by the Annual Charges billed to the municipalities each year, this year we have applied interest receivable in the amount of \$50,000 to reduce the overall annual charges necessary to cover expenses.

The "FY 2020 Annual Budget Summary" showing the breakdown of revenues and appropriations along with the distribution of Annual Charges among the four municipalities with comparisons to the prior year budget is available on the table for your information. A copy of the approved budget in the State format is also available on the table for review.

This concludes our presentation on the proposed FY 2020 Annual Budget.

The Board welcomes any comments that the public may have at this time.

5.2 FY 2020 Annual Budget

Ms. Avagnano advised that there were no changes to the FY 2020 Annual Budget as previously approved by the Division of Local Government Services on September 13, 2019.

Treasurer Lampmann moved approval of Resolution No. R-19-10-1 to adopt the FY 2020 Annual Budget as follows:

Resolution No. R-19-10-1

2019 ADOPTED BUDGET RESOLUTION

**Pequannock River Basin Regional Sewerage
Authority**
(Name)

FISCAL YEAR: FROM: November 1, 2019 TO: October 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1, 2019 and ending, October 31, 2020 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 16, 2019; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$5,471,000, Total Appropriations, including any Accumulated Deficit, if any, of \$5,471,000 and Total Unrestricted Net Position utilized of \$ 0.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,715,000 and Total Unrestricted Net Position planned to be utilized of \$1,590,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Pequannock River Basin Regional Sewerage Authority, at an open public meeting held on October 16, 2019 that the Annual Budget and Capital Budget/Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2019 and, ending, October 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Vice Chairman Verdonik seconded the motion which passed unanimously on the following roll call vote:

AYES : Chairman Voorman, Commissioners Howard,
Lampmann, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Gall
ABSTAIN : None

5.3 Interfund Transfer for Construction

Ms. Avagnano advised that additional funds must be appropriated to cover the shortfall on award of Contract PRB-19-1 at the higher than expected bid price and requested that the Board authorize transfer of \$275,000 from the Capital Reserve Fund to the Construction Fund for expected construction costs.

Commissioner Lampmann moved adoption of the following resolution:

Resolution No. R-19-10-5

RESOLUTION TO AUTHORIZE CAPITAL RESERVE FUND TRANSFER TO CONSTRUCTION FUND

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (the “Authority”) created the 2017 Project Construction Fund (Account No. 2576006501) to fund the costs of the NYS&W Railroad project; and

WHEREAS, the Authority is proceeding with construction of the NYS&W Railroad project to be funded from said 2017 Construction Fund; and

WHEREAS, the Authority has awarded Contract No. PRB-19-1 (Re-Bid) to Montana Construction as the lowest responsible bidder at \$1,422,025.00; and

WHEREAS, the \$1,422,025.00 contract award amount exceeds the Engineer’s Cost Estimate and funds available within the Construction Fund by \$272,175; and

WHEREAS, the Consulting Engineer estimates expenses totaling approximately \$185,200 for engineering, legal, survey and other services through completion of construction which amount was previously deposited into the Construction Fund; and

WHEREAS, the Authority desires to transfer \$275,000 from the Capital Reserve Fund, a subaccount of the General Fund (Account No. 2576006485) to the Construction Fund to fund the Project through completion; and

NOW, THEREFORE BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic, New Jersey as follows:

1. The Treasurer is authorized and directed to transfer \$275,000 General Fund (Account 2576005485) to the 2017 Project Construction Fund (Account 2576006501).

2. The Treasurer's Report shall reflect a reduction of \$275,000 from the Capital Reserve Fund subaccount of the General Fund for said transfer.
3. Funds to be transferred from the General Fund shall be unrestricted/undesignated net assets.
4. The Authority Administrator is authorized and directed to provide notice to the Trustee and the auditor by copy of this resolution.
5. This resolution shall take effect as provided by law.

Commissioner Howard seconded the motion passed upon the following roll call vote:

| | | |
|----------------|---|---|
| AYES | : | Chairman Voorman, Commissioners Howard, Lampmann, Metcalfe and Verdonik |
| NAYS | : | None |
| ABSENT | : | Commissioner Gall |
| ABSTAIN | : | None |

3. **CONSENT AGENDA**

None

4. **UNFINISHED BUSINESS**

7.1 **Riverdale Annual Charge Challenge: FY 2019**

No change in status on this matter.

7.2 **Riverdale Membership**

Before leaving, Councilman Desai advised that the Borough's efforts to provide a financial analysis required for membership were underway and that Riverdale's bond counsel would be reaching out to the Authority's bond counsel, Hawkins, Delafield and Wood, shortly.

5. NEW BUSINESS

None

6. PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 390

Treasurer Lampmann presented and moved approval of Operating Request for Payment No. 390 as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 390

The following bills have been reviewed and are recommended for approval for payment at the **October 16, 2019** meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

| | <u>PRBRSA ACCT. NO.</u> | <u>VOUCHER NO.</u> | <u>VOUCHER DATE</u> | <u>PAYMENT AMOUNT</u> | <u>CHECK PAYABLE TO</u> |
|---------------|-----------------------------|------------------------|-------------------------|-----------------------------|---|
| 1) | 24.05 | OP-19-10-1 | 3/31/2018 | \$ 250.00 | Borough of Butler |
| 2) | 33.01 | OP-19-10-2 | 10/1/2018 | \$ 2,705.00 | Borough of Butler |
| 3) | 24.07 | OP-19-10-3 | 10/3/2019 | \$ 151.88 | Kelly Engineering |
| 4) | 22.03 | OP-19-10-4 | 10/8/2019 | \$ - | Kelly Engineering |
| 5) | 32.02 | OP-19-10-5 | 10/8/2019 | \$ 4,824.05 | Kelly Engineering |
| 6) | 32.02 | OP-19-10-6 | 10/8/2019 | \$ 1,486.80 | Kelly Engineering |
| 7) | 22.01 | OP-19-10-7 | 10/2/2019 | \$ 6,240.00 | Maraziti Falcon LLP |
| 8) | 33.01 | OP-19-10-8 | 10/2/2019 | \$ 448.50 | Maraziti Falcon LLP |
| 9) | 33.01 | OP-19-10-9 | 9/27/2019 | \$ 3,290.00 | ADS LLC |
| 10) | 22.05 | OP-19-10-10 | 10/3/2019 | \$ 21,028.91 | Borough of Butler - Shared Services |
| 11) | 22.05 | OP-19-10-11 | 10/4/2019 | \$ 6,706.64 | Borough of Butler - Shared Services |
| 12) | 33.01 | OP-19-10-12 | 10/3/2019 | \$ 2,200.00 | Howard J. Woods |
| 13) | * | OP-19-10-13 | 1/8/2019 | \$ 944,959.00 | Pequannock, Lincoln Park & Fairfield Sewerage Authority |
| 14) | 26.01 | OP-19-10-14 | 10/8/2019 | \$ 2,500.00 | US Bank -Series N Admin Fee |
| 15) | 37.07 | OP-19-10-15 | 10/1/2019 | \$ 1,003.01 | Mott MacDonald |
| 16) | 24.07 | OP-19-10-16 | 9/27/2019 | \$ 14.60 | Tab Group |
| 17) | 33.03 | OP-19-10-17 | 8/28/2019 | \$ 18.23 | Borough of Butler Electric |
| 18) | 33.03 | OP-19-10-18 | 10/8/2019 | \$ 3.10 | JCP&L |
| 19) | 24.07 | OP-19-10-19 | 10/7/2019 | \$ 2.95 | Tab Group |
| 20) | 24.07 | OP-19-10-20 | 9/30/2019 | \$ 150.00 | Up & Running Computer Consultant |
| TOTAL: | | | | <u>\$ 997,982.67</u> | |

*** Breakdown**

| | |
|--------------|----------------------------|
| 27.00 | \$58,011.00 |
| 13.00 | \$265,397.00 |
| 35.00 | \$621,551.00 |
| Total | <u>\$944,959.00</u> |

Respectfully Submitted,

Jamie Avagnano
 Authority Administrator

Vice Chairman Verdonik seconded the motion which passed unanimously on the following roll call vote:

- AYES** : Chairman Voorman, Commissioners Howard, Lampmann, Metcalfe and Verdonik
- NAYS** : None
- ABSENT** : Commissioner Gall
- ABSTAIN** : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-17-28

Treasurer Lampmann presented the bills as listed on Construction Fund Disbursement Requisition No. C-17-28 and moved approval as follows:

| | <u>AUTHORITY ACCOUNT #</u> | <u>VOUCHER NUMBER</u> | <u>VOUCHER DATE</u> | <u>PAYMENT AMOUNT</u> | <u>PAYEE</u> |
|----------------------------|--------------------------------|---------------------------|-------------------------|---------------------------|--------------------------|
| 1) | 120327C2 | C-17-28-10-1 | 10/8/19 | \$ 405.80 | Kelly Engineering |
| 2) | 120327C1 | C-17-28-10-2 | 10/2/19 | \$ 515.00 | Maraziti Falcon, LLP |
| 3) | 120327C3 | C-17-28-10-3 | 10/1/19 | \$ 5,751.22 | Mott MacDonald |
| 4) | 120327C3 | C-17-28-10-4 | 10/2/19 | \$ 3,246.61 | Mott MacDonald |
| 5) | 120327C4 | C-17-28-10-5 | 9/9/19 | \$ 157.60 | North Jersey Media Group |
| 6) | 120327C4 | C-17-28-10-6 | 9/9/19 | \$ 146.06 | North Jersey Media Group |
| TOTAL DISBURSEMENTS | | | | <u>\$10,222.29</u> | |

Vice Chairman Verdonik seconded the motion which passed unanimously on the following roll call vote:

- AYES** : Chairman Voorman, Commissioners Howard, Lampmann, Metcalfe and Verdonik
- NAYS** : None
- ABSENT** : Commissioner Gall
- ABSTAIN** : None

OPEN MEETING FOR PUBLIC COMMENT

Chairman Voorman opened the meeting to the public.

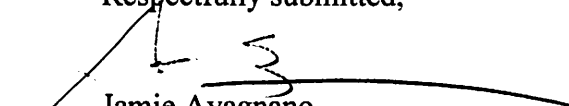
With no members of the public present Chairman Voorman dispensed with the public participation portion of the meeting.

ADJOURNMENT

At approximately 9:10 pm, Commissioner Lampmann moved to adjourn the meeting. That motion was seconded by Vice Chairman Verdonik and approved unanimously on voice vote.

At approximately 9:10 pm, the meeting was adjourned.

Respectfully submitted,



Jamie Avagnano
Recording Secretary

Enclosure: Treasurer's Report for the period ending September 30, 2019