

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

October 21, 2020

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on October 21, 2020 via Teleconference Chairman Verdonik called the meeting to order at approximately 5:00 p.m.

ROLL CALL

On roll call:

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

ABSENT : None

ALSO PRESENT : Jamie Avagnano, Authority Administrator;
Christopher H. Falcon, Esq., Daniel D. Kelly, P.E.,
Kelly Engineering;

Public: Councilman David Desai, Borough of
Riverdale

OPEN PUBLIC MEETING STATEMENT

Chairman Verdonik 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. The statement also indicated that the time change and remote meeting information was provided to the public and the municipal clerks as well as noticed in the Authority's newspapers.

ADOPTION OF MINUTES

1. Meeting Minutes: Regular Meeting – September 16, 2020

Vice Chairman Voorman moved acceptance of the minutes of the September 16, 2020 regular meeting. That motion was seconded by Commissioner Lampmann and approved on the following roll call vote:

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

NAYS : None

ABSENT : None

ABSTAIN : None

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 2020 Amended & Restated Service Contracts/Riverdale Membership

Mr. Falcon advised the Board that the Riverdale Membership petition had been filed with the State of New Jersey. He further advised that the 2020 Amended and Restated Service Contract was filed with the Trustee for the required 30 day review period. At the end of the review period the 2020 Amended & Restated Service Contract will be forwarded to the municipalities with the effective date of November 1st.

1.2 Flow Report

Ms. Avagnano noted that the Flow Report for the period ending September 2020 was included in the meeting materials along with the following items:

September 2020

- Daily Flow Summary for September 2020
- Daily Flow Hydrograph for September 2020
- Hydrograph: Comparison P-4 vs. M-15

1.3 TBSA Flow Report (Budget vs. Actual)

Mr. Kelly commented on his memorandum noting that due to the current low flows that the difference in the PRBRSA/TBSA flows was 1.35% which may result in an additional User Charge assessment for the Authority if the low flows continued. Chairman Verdonik confirmed that PRBRSA was currently being assessed at the agreed upon minimum flow of 1.85 mgd.

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman reported on the activities currently underway at Two Bridges. He advised that TBSA is currently implementing a succession plan for a new Executive Director on announcement of Bob Bongiovanni's retirement next year. Vice Chairman Voorman also reported that the TBSA Board is currently reviewing MM's report for plant expansion and improvement projects.

Regarding the PRBRSA minimum flow requirement of 1.85, Vice Chairman Voorman indicated that if the low flows continued and the minimum flow commitment was utilized that PRBRSA would owe TBSA at the end of the year. Chairman Verdonik and Vice Chairman Voorman reported that the User Charge fee assessed may be on the order of an extra \$106,000.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 ADS Contract OM-5

Ms. Avagnano advised that Proposal C to Contract OM-5 was up for renewal at the original rates proposed in 2018. She advised that this item would be considered under consent agenda.

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

Ms. Avagnano advised that Arold Construction was requesting a 30 day time extension on Contract PRB 20-1 predominantly due to the long lead time for the material deliveries. She advised that the Change Order would extend the contract completion date to November 27, 2020 at no additional cost to the Authority.

She advised that Resolution No. R-20-10-4 would also be considered under the consent agenda.

3.3 Non-Residential Connection 1238 Route 23 North Block 7.08, Lot 57.02 Borough of Butler

Ms. Avagnano advised that this application was approved and that the \$500.00 application fee has been received. Therefore no further action was required by PRBRSA.

4. BOONTON AVENUE INTERCEPTOR

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

Mr. Kelly updated the Board on construction progress since the last report in August. He explained that Montana and Milani completed the tunnel, namely, the 48-inch diameter casing pipe installation from the park across the railroad and across Main Street. He indicated that on checking the elevation of the tunnel MM reported that the casing pipe grade does not conform to the design grade. That topic was discussed at considerable length with the Board Members expressing concern on how that could have happened given the quality control procedures in place.

Ms. Avagnano advised the Board that Mott MacDonald is requesting a supplemental fee of not-to-exceed \$36,000 for additional inspection and administrative services which would be approved under Resolution No. R-20-10-3.

Regarding MM's budget request, Board discussions centered on MM's lack of proper quality control during the inspection services they performed. The Board also questioned the timing of MM's request noting that apparently the entire budget has been expended. So MM's request should have been submitted much earlier.

Mr. Kelly advised that the project is at a critical stage since none of the sewer pipe itself has been installed as yet. Therefore he recommended that the authority continue with inspection services for the sewer pipe installation as well as the water main installation with part time inspection on non-critical work.

Following extensive discussion on a range of issues with the performance of the contractor and the engineer, Commissioner Lampmann moved to direct the engineer to notify the contractor of the casing installation contract non-compliance and failure to maintain scheduled milestones including owner rights to recovery of any damages resulting therefrom, of the need to immediately vacate any areas beyond the easement limits and to restore all disturbed areas outside the easement, and, further, to issue formal notifications to the engineer of the Authority's dissatisfaction with the quality control and related construction services provided and to immediately replace the inspector now assigned.

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

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

With the approval contingent on the motion above, Commissioner Lampmann moved approval of Resolution No. R-20-10-3 as follows:

Resolution No. R-20-10-3

**RESOLUTION AMENDING CONTRACT TO MOTT MacDONALD FOR
CONSTRUCTION ENGINEERING SERVICES**

WHEREAS, there exists a need for construction phase professional engineering services consisting of a full-time field resident as well as office administration activities required for the NYS&W Railroad Crossing Sanitary Sewer Replacement project within the Borough of Butler being undertaken by the Pequannock River Basin Regional Sewerage Authority (“the Authority”); and

WHEREAS, the Authority is in receipt of the final “Proposal for Construction Phase Professional Engineering Services” of Mott MacDonald dated April 3, 2019, and Mott MacDonald’s Budget Amendment Request dated October 15, 2020 for supplemental authorization for inspection and administration in the amount of \$36,000; and

WHEREAS, the work constitutes a professional service in accordance with N.J.S.A. 40A:11-5, and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” to be awarded without public advertising and competitive bidding, provided notification of the nature, duration, service and amount of contract is published, and that the Resolution and contract are kept on file and available for public inspection; and

WHEREAS, Daniel D. Kelly, P.E. by letter dated October 16, 2020 has recommended that the Authority approve Mott MacDonald’s request for additional time to perform the inspection and administrative services as quoted in the final April 3, 2019 Proposal for Construction Phase Engineering Services, for a total construction phase engineering budget not-to-exceed \$111,700 billed on a cost reimbursable basis for additional authorization of not-to-exceed \$36,000; and

WHEREAS, the Authority desires to authorize the continued performance of said services by Mott MacDonald pursuant to the above referenced letter of Daniel D. Kelly, P.E. as well as the October 15, 2020 Supplemental Request for Budget Amendment of Mott MacDonald; and

WHEREAS, funds are available for these purposes.

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 21st day of October 2020 as follows:

1. The Chairman is authorized and directed to execute an Amendment to the Agreement with Mott MacDonald subject to the Engineer's compliance with the motion adopted by the Authority on the date hereof pertaining to payment of the above sum so as to authorize the supplemental fee request of \$36,000 to be billed on a cost reimbursable basis towards the provision of construction phase professional engineering services.
2. This Resolution shall be published in accordance with N.J.S.A. 40A:11-5 (l)(a)(ii).
3. This Resolution shall take effect as provided by law.

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

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

5. FINANCIAL MATTERS

5.1 Treasurer's Report: September 30, 2020

Treasurer Lampmann presented the Treasurer's Report for the period ending September 30, 2020 and moved its approval as presented.

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

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

BUDGET HEARING

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

BUDGET MESSAGE

BUDGET HEARING: OCTOBER 21, 2020

ANNUAL BUDGET: FY 2021

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

This budget hearing is being held prior to adoption of the Authority's fiscal year 2021 annual budget as initially approved on August 19th with State approval received on September 2nd. The proposed budget was forwarded to each town on September 24th along with notification of this hearing.

With the Amended and Restated Service Contracts going into effect in FY 2021 converting the Administration and Operations and Maintenance portions of the billing process from flow metering to EDUs, the Board proposed and introduced a 0% (zero) increase in the Annual Charges to the municipalities. On approval of the FY 2021 Budget, Revenues and Appropriations will remain at \$5,420,000, the same as FY 2020.

Again 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 as presented in the Capital Budget.

For your information, the "FY 2021 Annual Budget Summary" showing the breakdown of Revenues and Appropriations along with the distribution of Annual Charges among the four municipalities is available on our webpage at prbrsa.org under Financials "FY 2021 Budget Hearing". A copy of the introduced budget in State format is also available on the webpage.

This concludes our presentation on the Authority's proposed FY 2021 Annual Budget.

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

Raymond Verdonik, Chairman

On reading of the Budget Message Treasurer Lampmann opened the Budget Hearing to the public. The following Budget Presentation for the FY 2021 Budget Hearing was read aloud and is entered for the record.

With no public comments Treasurer Lampmann motioned to close the Budget Hearing portion of the meeting. That motion was seconded by Secretary Howard and approved on the following roll call vote:

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

NAYS : None

ABSENT : None

ABSTAIN : None

5.2 DLGS Annual Budget: FY 2021

Ms. Avagnano advised that the FY 2021 Budget as submitted for adoption under Resolution R-20-10-1 was identical to that approved by DLGS on September 2, 2020.

Treasurer Lampmann moved approval of Budget **Resolution No. R-20-10-1** as follows:

Resolution No. R-20-10-1

**2020 (2020-2021) ADOPTED BUDGET
RESOLUTION**

Pequannock River Basin Regional Sewerage Authority
(Name)

FISCAL YEAR: FROM: November 1, 2020 TO: October 31, 2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1, 2020 and ending, October 31, 2021 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 21, 2020; 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 \$5,446,000, Total Appropriations, including any Accumulated Deficit, if any, of \$5,446,000 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,075,000 and Total Unrestricted Net Position planned to be utilized of \$950,000; 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 21, 2020 that the Annual Budget and Capital Budget/Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2020 and, ending, October 31, 2021 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.

	<u>October 21, 2020</u> (Date)
(Secretary's Signature)	
Governing Body	Recorded Vote
Member:	Aye Nay Abstain Absent
Gall	x
Howard	x
Lampmann	x
Metcalfe	x
Verdonik	x
Voorman	x

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

6. UNFINISHED BUSINESS

6.1 Insurance: Cyber Security

Ms. Avagnano advised that the Authority received a quote for a cyber security endorsement on the current policy at \$275/year which has been pro-rated to \$201.00 for the remaining policy period. She advised that during discussions with Stanford Risk it is understood that the Authority has limited cyber security exposure given that PRBRSA does not maintain employee records. Therefore, it is recommended that the Authority authorize payment for the endorsement as quoted. Commissioner Metcalfe commented that the cyber security quote appears reasonable.

7. **NEW BUSINESS**

7.1 LFB Regulations for Remote Meetings under Emergency Declaration

Referring to Resolution No. R-20-10-5 on remote public meeting requirements, Mr. Falcon advised of newly adopted Local Finance Board regulations requiring that certain standard procedures be adopted by municipalities and authorities for the conduct of remote public meetings and control of public comments during remote meetings. He also commented that the Authority will need to utilize a platform to allow public comment prior to and during the meeting along with public access to the agenda and relevant documents.

Ms. Avagnano advised that a new remote meeting platform would be implemented prior to the December 2nd meeting. She also advised that Resolution No. R-20-10-5 would be considered under consent agenda.

8. **CONSENT AGENDA**

Ms. Avagnano read the resolutions by title, to be considered under the consent agenda as follows:

- Resolution No. R-20-10-2:** Authorizing Proposal C to Contract OM-5 with ADS
- Resolution No. R-20-10-4:** Authorize Execution of Change Order No. 1 to Contract PRB 20-1 with Arold Construction
- Resolution No. R-20-10-5:** Adopt LFB Regulations Regarding Public Remote Meetings Under an Emergency Declaration

Commissioner Lampmann moved the Consent Agenda as follows:

Resolution No. R-20-10-2

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) awarded Proposal B of Contract OM-5 on October 16, 2019 by Resolution No. R-19-10-2 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 C of said Contract No. OM-5 in the amount of \$41,112.00;

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 21st day of October, 2020, as follows:

1. The Authority hereby awards Proposal C 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 C for the performance of permanent metering services for the period of December 1, 2020 to November 30, 2021 at a cost of \$41,112.00.
3. 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.

Resolution No. R-20-10-4

**RESOLUTION TO AUTHORIZE CHANGE ORDER NO. 1
TO CONTRACT NO. PRB-20-1 WITH AROLD CONSTRUCTION COMPANY INC.**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (“the

Authority”) is in receipt of a Request filed by Jamie Avagnano, Administrator, recommending approval of Change Order No. 1 for the following:

Change Order No. 1 to Contract PRB 20-1 with Arold Construction Company, Inc. for a thirty (30) day time extension recommended and approved by Remington & Vernick, the Authority’s Project Engineer, as set forth in the letter request from Arold Construction and updated project schedule.

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 this 21st day of October, 2020 as follows:

1. The Authority hereby approves Change Order No. 1 to the Agreement with Arold Construction Company, Inc. as described in the Request for Change Order No. 1 of even date in the total amount of \$0.00 for a thirty (30) day time extension.
2. The Chairman is authorized and directed to sign the said Contract Change Order approving the time extension at \$0 cost in the form prepared by the Project Engineer dated October 20, 2020.
3. This Resolution shall take effect as provided by law.

RESOLUTION NO. R-20-10-5

RESOLUTION ESTABLISHING STANDARD PROCEDURES AND REQUIREMENTS FOR PUBLIC COMMENT MADE DURING A REMOTE PUBLIC MEETING AS WELL AS FOR PUBLIC COMMENTS SUBMITTED IN WRITING AHEAD OF THE REMOTE PUBLIC MEETING IN ACCORDANCE WITH N.J.A.C. 5:39-1 et seq.

WHEREAS, Section 8 of P.L. 2020 c. 34 approved May 15, 2020 confirms that a local public body is permitted to conduct a public meeting by electronic means under certain emergency conditions as therein defined, provided that reasonable public notice and provision for public input is made under the circumstances; and

WHEREAS, said statute authorizes the Director of the Division of Local Government Services (“DLGS”) in the Department of Community Affairs (“DCA”) to adopt emergency regulations pursuant to N.J.S.A. 52:14B-4; and

WHEREAS, the Director has adopted such emergency regulations as N.J.A.C. 5:39-1 et seq.; and

WHEREAS, N.J.A.C. 5:39-1.4(h) directs the adoption of a resolution establishing standard procedures and requirements: (i) for the making of public comments during a remote public meeting; (ii) for the making of public comments submitted in writing ahead of a remote meeting; and (iii) for establishing standards of conduct to be followed by members of the public when making comments; and

WHEREAS, the Authority desires to adopt such a resolution in compliance with the emergency regulations.

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 21th day of October, 2020 as follows:

1. In conducting a remote public meeting as permitted under Section 8 of P.L. 2020 c. 34, the following standard procedures and requirements shall be applicable:

a. The Authority shall allow members of the public to make public comment by audio or by audio and video, depending upon the manner in which the member of the public has accessed the remote meeting. Prior to providing public comment, the individuals shall be required to identify themselves by name and address. The procedure that will be followed to make public comment will be provided in the meeting notice and announced at the beginning of the meeting and repeated immediately prior to the public comment portion of the meeting. With the exception of the public comment portion of the remote public meeting, members of the public attending the public meeting remotely will be muted. While muted, members of the public will still be able to

hear the discussion and actions of the Authority at the remote public meeting.

b. In advance of the remote public meeting, the Authority will accept comments by electronic mail or in written letter form on matters on which the Authority is required to otherwise accept audio and/or audio and video comment, PROVIDED, HOWEVER, that comment by electronic mail or in written letter form is received by the Authority Administrator by 10:00 p.m. the night before the meeting.

c. To the extent that public comment is permitted to be submitted before the remote public meeting through electronic mail or by written letter, it shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public. To the extent the Authority imposes a reasonable time limit on public comment in a particular matter, the same time limit shall apply in the reading of a written public comment received in advance of the meeting. The Authority may pass over duplicate written comments, provided that each duplicate comment shall be noted for the record, with its content summarized. No duplicative comments summarized by the Authority shall otherwise be read individually.

d. The public attending the remote meeting and/or offering comment shall conduct themselves in a courteous manner and shall follow the decorum in the same fashion as if the meeting were being conducted in-person. IF A MEMBER OF THE PUBLIC DISRUPTS A VIRTUAL MEETING, the following procedures shall be followed:

- i. The Authority shall facilitate a dialogue with the commenter to the extent permitted by the electronic platform being utilized;
- ii. If a member of the public becomes disruptive during the remote public meeting, including, but not limited to, any period for public comment, the disruptive member of the public shall be muted and shall continue to be muted and shall be warned that continued disruption may result in their being prevented from speaking during the remote public meeting, or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption of the meeting, and use of profanity.
- iii. A member of the public who continues to act in a disruptive manner after receiving an initial warning may be muted while other members of the public are allowed

to proceed with their questions and/or comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment. Should the individual remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.

2. This Resolution shall take effect immediately.

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

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

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 401

Treasurer Lampmann presented and moved approval of Operating Request for Payment No. 401 as follows:

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

Operating Request for Payment No. 401

The following bills have been reviewed and are recommended for approval for payment at the **October 21, 2020** 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-20-10-1	3/31/2020 \$ 250.00	Borough of Butler
2)	33.01	OP-20-10-2	10/1/2020 \$ 2,705.00	Borough of Butler
3)	24.07	OP-20-10-3	10/8/2020 \$ 151.88	J. Avagnano
4)	22.03	OP-20-10-4	10/9/2020 \$ -	Kelly Engineering (no payment due - admin. deduct)
5)	22.03	OP-20-10-5	10/9/2020 \$ 747.70	Kelly Engineering
6)	22.03	OP-20-10-6	10/9/2020 \$ 856.20	Kelly Engineering
7)	26.04	OP-20-10-19	10/9/2020 \$ 5,085.00	Kelly Engineering
8)	22.01	OP-20-10-8	10/9/2020 \$ 5,285.65	Maraziti Falcon LLP
9)	*	OP-20-10-9	12/23/2020 \$ 961,719.00	Pequannock Lincoln Park & Fairfield Sewerage Authority
10)	22.02	OP-20-10-10	9/4/2020 \$ 409.00	Remington & Vernick Engineers
11)	24.07	OP-20-10-11	9/23/2020 \$ 20.28	North Jersey Media Group
12)	24.07	OP-20-10-12	9/7/2020 \$ 35.32	North Jersey Media Group
13)	24.07	OP-20-10-13	9/6/2020 \$ 130.30	North Jersey Media Group
14)	33.01	OP-20-10-14	9/9/2020 \$ 34.36	North Jersey Media Group
15)	24.04	OP-20-10-15	9/30/2020 \$ 84.15	Jamie Avagnano
16)	26.01	OP-20-10-16	10/5/2020 \$2,500.00	US Bank
17)	33.03	OP-20-10-17	9/25/2020 \$ 18.23	Borough of Butler Electric
18)	23.01	OP-20-10-18	10/13/2020 \$ 202.01	Marsh McLennan
19)	22.04	OP-20-10-19	10/12/2020 \$ 4,344.37	Hawkins Delafied & Wood
20)	22.05	OP-20-10-20	10/16/2020 \$ 27,333.23	Borough of Butler (administrator payroll reimburse)
21)	22.05	OP-20-10-21	10/16/2020 \$ 5,970.55	Borough of Butler (administrator benefits reimburse)
22)	23.08	OP-20-10-22	10/15/2020 \$ 367.50	Stanford Risk Management
23)	23.08	OP-20-10-23	10/15/2020 \$ 630.00	Stanford Risk Management
24)	22.02	OP-20-10-24	10/7/2020 \$ 676.00	Remington & Vernick Engineers
25)	33.03	OP-20-10-25	10/8/2020 \$ 3.10	JCP&L
TOTAL:			<u>\$ 1,019,558.83</u>	

* Breakdown	
27.00	\$57,300.00
13.00	\$262,835.00
35.00	\$641,584.00
	<u>961,719.00</u>

Respectfully Submitted,

 Jamie Avagnano
 Authority Administrator

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

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

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-17-38

Treasurer Lampmann presented the bills as listed on Construction Fund Disbursement Requisition No. C-17-38 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)	120328C2	C-17-38-10-1	10/9/2020	\$ 1,084.44	Kelly Engineering
2)	120328C3	C-17-38-10-2	9/24/20	\$ 9,132.20	Mott MacDonald
3)	120328C1	C-17-38-10-3	10/15/2020	\$450,237.45	Montana Construction
TOTAL DISBURSEMENTS				<u>\$460,454.09</u>	

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

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

OPEN MEETING FOR PUBLIC COMMENT

Riverdale Councilman David Desai, inquired whether any additional materials were required from the Borough of Riverdale regarding Membership on the Authority or on the 2020 Amended and Restated Service Contract. Ms. Avagnano stated that, to her knowledge, all necessary materials were received and filed and that the Borough would be receiving the new service contract prior to the November 1, 2020 effective date which also showed the Borough of Riverdale as a Member municipality.

Mr. Desai inquired about the procedure for appointment of Commissioners on the Board given that the bylaws stated that the term was to be staggered for each Board Member. Mr. Falcon explained that for the first year that the appointments should be made for a 4 year and 5 year term and then return to a 5 year term for each Member going forward. Mr. Falcon added that he would be in contact with the Borough's counsel to go over the particulars regarding appointments. Mr. Desai said that he had no further questions.

With no other comments from the public, Chairman Verdonik dispensed with the public participation portion of the meeting.

ADJOURNMENT

At approximately 6:03 pm, Commissioner Lampmann moved to adjourn the regular meeting. That motion was seconded by Commissioner Howard and approved unanimously on voice vote.

At approximately 6:03 pm, the meeting was adjourned.

Respectfully submitted,



Jamie Avagnano
Recording Secretary

Enclosure: Treasurer's Report for the period ending September 30, 2020