

## MEETING MINUTES

### PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

September 17, 2025

Minutes of the Regular Meeting of the **Pequannock River Basin Regional Sewerage Authority** held on September 17, 2025, 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 Croop, Desai, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

**ABSENT** : None

**ALSO PRESENT** : Jamie Avagnano, Authority Administrator; Steve Donati, PE, CP Engineers; 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: August 20, 2025

Treasurer Lampmann moved acceptance of the August 20, 2025 regular meeting minutes. That motion was seconded by Commissioner Wilkes and approved on the following roll call vote:

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

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : Commissioner Mabey

**2. Meeting Minutes: Closed Session August 20, 2025**

Treasurer Lampmann moved acceptance of the August 20, 2025 closed session meeting minutes. That motion was seconded by Commissioner Wilkes and approved on the following roll call vote:

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

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : Commissioner Mabey

**OPERATIONAL REPORT**

**1. SYSTEM OPERATIONS**

**1.1 Flow Report**

Chairman Verdonik noted that July and August had low flows, as shown in the August Flow Report. Steve Donati, PE mentioned that September is also showing similar low-flow trends.

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

Chairman Verdonik stated that the TBSA flows continue to remain below the minimum threshold of 1.85, with no indication that they will increase within the next several months.

As a result, PRBRSA is currently projected to owe approximately \$200,000 to TBSA due to not meeting the minimum flow requirement as outlined in the service contract. He further noted that all other Participants are maintaining their 2025 budgeted flow levels.

**1.3 ARC GIS**

Steve Donati, P.E., reported that the Butler DPW crew found and uncovered the four Riverdale manholes, which were not all at their expected locations. He

confirmed that updated photos and coordinates will be uploaded to the GIS system.

Chairman Verdonik noted the benefit of having recent photos and coordinates in the cloud; Steve agreed.

## **2. TBSA ACTIVITIES**

### **2.1 Status Update**

Vice Chairman Voorman reported that the 2026 TBSA budget was approved with no changes. He confirmed PRBRSA is likely to owe TBSA for unused flow below the 1.85 mgd minimum, noting other participants are within their budgeted flows.

He added that construction projects are progressing well.

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

### **3.1 Non-Residential Connection 124 Main Street, Bloomingdale**

Steve reported that he has not yet received any updates concerning the Non-Residential connection in Bloomingdale. He indicated that, during the most recent correspondence, he advised the property to utilize the existing laterals on site, if possible and approved by the local building inspector; however, he also noted that should a 6-inch lateral be required, a new connection would need to be established.

Discussions have taken place with Bloomingdale's engineer and the excavation company involved with the 124 Main Street project. Steve confirmed that since the connection will have to tie directly into PRBRSA's Vitrified Clay Pipe (VCP) on Main Street, he is recommending using one or all of the three existing laterals. If that is not possible, the connection would need to be made directly to a manhole (not the VCP).

In response to an inquiry, Steve clarified that a TWA is not required for this connection as the flow is less than 8,000 gallons per day.

A subsequent discussion followed.

Regarding the County paving project, Steve advised that milling and paving work on Main Street in Bloomingdale is anticipated to commence during the week of October 1st.

**4. CONSTRUCTION CONTRACTS**

**4.1 Riverdale Lining Project**

Steve Donati, PE, provided an update to the Board regarding the Riverdale Lining Project. He reported that the exception to the environmental review has been received from NJIB. The project design was delayed due to a medical emergency at the manufacturer but has resumed. The design is currently awaiting specification requirements for the connection application for the longer spans of interceptor. Once this information is obtained, the design will be completed and prepared for authorization to advertise from NJIB.

**5. FINANCIAL MATTERS**

**5.1 Treasurer's Report: August 31, 2025**

Treasurer Lampmann presented the Treasurer's Report for the period ending August 31, 2025. Vice Chairman Voorman moved approval as presented.

That motion was seconded by Treasurer Lampmann and approved on the following roll call vote:

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

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : None

**5.2 FY 2026 Introduced Budget**

Chairman Verdonik advised that the FY 2026 Introduced Budget was approved by the State and sent to the towns for review.

**6. UNFINISHED BUSINESS**

**6.1 NJDEP PFAS Proposed Settlement**

Diane Alexander, Esq. advised that the request to extend the comment period was denied. She requested that discussions on the next steps be conducted under closed session.

Commissioner Mabey moved Resolution R-25-9-2 to enter closed session. That motion was seconded by Treasurer Lampmann and approved on voice vote.

Resolution No. R-25-9-2

**RESOLUTION AUTHORIZING CLOSED SESSION PURSUANT TO THE OPEN PUBLIC MEETINGS ACT TO DISCUSS ISSUES REGARDING ATTORNEY CLIENT PRIVILEGE**

**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 17th day of September, 2025 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 Act, in order to discuss matters falling within the attorney-client privilege, regarding the Proposed Judicial Consent Order Approving Settlement with the 3M Company in the Matter of NJDEP, et al., v. E.I. DuPont De Nemours and Company, et al., Case No.: 1:19-CV-14766-RMB-JBC (D.N.J.).
2. The minutes of the executive session relating to attorney client privilege will be released to the public as soon as the matters under discussion are fully resolved and are no longer of a confidential or sensitive nature and when they will not be detrimental to the public interest.
3. This Resolution shall take effect as provided by law.

The Authority entered closed session at approximately 6:10 pm.

At approximately 6:15 pm, Secretary Desai moved to return to the regular agenda. That motion was seconded by Treasurer Lampmann and approved on voice vote. The meeting returned to the regular agenda at 6:15 pm.

**7. NEW BUSINESS**

**7.1 ADA Requirements for NJ Governmental Websites**

Jamie Avagnano briefed the Board on upcoming regulations for government entity webpages, which will take effect in April 2026. She noted that, although the Authority's population of 30,000 extends the compliance deadline to 2027, she recommends proceeding with the proposed minimum requirement upgrades at this time, as sufficient funds are available within the current budget.

Treasurer Lampmann moved Resolution R-25-9-1 as follows:

Resolution No. R-25-9-1

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT BETWEEN THE  
PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY AND  
NAVITEND FOR IT SERVICES INCLUDING WEB HOSTING AND WEBSITE  
UPGRADES FOR ADA COMPLIANCE**

**WHEREAS**, the Pequannock River Basin Regional Sewerage Authority (the “Authority”) has determined the need to obtain goods and services relating to the Authority’s public website, including web hosting, maintenance, and upgrades necessary to ensure compliance with recent regulation promulgated under the Americans with Disabilities Act (ADA), titled 28 CFR Part 35, *Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities*; and

**WHEREAS**, Navitend, having demonstrated experience in providing such IT services and expertise in ADA compliance for public sector websites, has submitted a proposal to perform said services for the Authority, at a total cost not to exceed \$625.00 annually for website maintenance and a one-time fee of \$4,500.00 for the ADA compliance upgrades; and

**WHEREAS**, the Authority’s staff has reviewed the proposal and recommends awarding the agreement to Navitend; and

**WHEREAS**, funds are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED**, by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and in the State of New Jersey on this 17th day of September, 2025 as follows:

1. The Authority hereby authorizes an agreement with Navitend for website hosting, maintenance, and ADA compliance upgrades in an amount not to exceed \$5,125.00.
2. The Chairman is authorized to sign the agreement on behalf of the Authority.
3. This resolution shall take effect immediately.

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

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

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : None

## 8. CONSENT AGENDA

None

## 9. **PAYMENT OF BILLS**

### 9.1 Operating Request for Payment No. 456

Treasurer Lampmann presented Operating Request for Payment No. 456 and moved approval as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY					
SUMMARY OF VOUCHERS FOR OPERATING EXPENSES					
Operating Request for Payment No. 456					
The following bills have been reviewed and are recommended for approval for payment at the <b>September 17, 2025</b> meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):					
PRBRSA ACCT. NO.	VOUCHER NO.	VOUCHER DATE	PAYMENT AMOUNT	CHECK PAYABLE TO	
1) 24.05	OP-25-9-1	4/12/2024	\$ 250.00	Borough of Butler (Rent Sept )	
2) 33.01	OP-25-9-2	10/1/2024	\$ 2,942.00	Borough of Butler (OM-1 Sept)	
3) 24.07	OP-25-9-3	9/15/2025	\$ 268.72	J. Avagnano (Email & Postage)	
4) 33.01	OP-25-9-4	8/31/2025	\$ 4,680.00	CSL (flow metering)	
5) 22.01	OP-25-9-5	9/10/2025	\$ 1,901.50	Maraziti Falcon LLP (gen. counsel - Aug)	
6) 22.03	OP-25-9-6	9/11/2025	\$ 2,147.20	CP Engineers LLC (General Engineering)	
7) 32.02	OP-25-9-7	9/11/2025	\$ 3,389.00	CP Engineers LLC (Riverdale project evaluation engineering)	
8) 24.04	OP-25-9-8	8/25/2025	\$ 566.97	Staples (office)	
9) 33.03	OP-25-9-9	8/25/2025	\$ 17.13	Butler Electric	
10) 33.03	OP-25-9-10	9/11/2025	\$ 4.65	JCP&L	
<b>TOTAL:</b>			<b>\$ 16,167.17</b>		

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

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

**NAYS** : None

**ABSENT** : None

**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 6:30 pm, Treasurer Lampmann moved to adjourn the regular meeting. That motion was seconded by Vice Chairman Voorman and approved unanimously on voice vote.

At approximately 6:30 pm, the meeting was adjourned.

Respectfully submitted,

*Jamie Avagnano*

Jamie Avagnano, Recording Secretary

Enclosure: Treasurer's Report for the period ending August 2025.