

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

April 16, 2025

Minutes of the Regular Meeting of the **Pequannock River Basin Regional Sewerage Authority** held on April 16, 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 Lampmann, Mabey, Pellegrini and Voorman
ABSENT	:	Commissioners Desai and Wilkes, [vacant seat Bloomingdale]
ALSO PRESENT	:	Jamie Avagnano, Authority Administrator; Steve Donati, P.E., CP Engineers LLC 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: March 19, 2025**

Treasurer Lampmann moved acceptance of March 19, 2025 regular meeting minutes. That motion was seconded by Vice Chairman Voorman and approved on the following roll call vote:

AYES	:	Chairman Verdonik, Commissioners Lampmann, Mabey and Voorman
NAYS	:	None

ABSENT : Commissioners Desai and Wilkes

ABSTAIN : Commissioner Pellegrini

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Report

Chairman Verdonik reported on the March flows noting there continues to be low flows due to lack of precipitation.

1.2 TBSA Flow Report (Budget vs. Actual)

Chairman Verdonik reported that PRBRSA is still below our minimum flow therefore the 1.85 contractual flow is in effect. He noted that this is particularly detrimental to PRBRSA, as the cost associated with the percentage of TBSA participant flow may double when the minimum threshold of 1.85 is in effect.

1.3 ARC GIS

Steve Donati, P.E., reported that the Arc GIS program is available on the cloud. He added that the field verification process will begin once the Trimble equipment is updated to provide adequate vertical and invert readings. He advised that, in the meantime, CP is updating the information utilizing the recent CCTV inspections.

2. TBSA ACTIVITIES

2.1 Status Update

Chairman Verdonik reported on TBSA activities. He advised that TBSA has agreed to enter a PFAS study with a NJ water supply commission to provide data. He further advised that preliminarily, TBSA reports that the river sampling above and below the plant to do appear to contain PFAS. He also mentioned that TBSA has invested funds in NJCMF at a higher interest rate. Finally, Chairman Verdonik noted the upcoming NJWEA conference on May 5 thru May 9th. Jamie Avagnano added that the conference is also open to any PRBRSA Members.

3. TWA APPLICATIONS AND CONNECTION PERMITS

None

4. **CONSTRUCTION CONTRACTS**

4.1 **Riverdale Lining Project**

Chairman Verdonik followed up the March discussions advising that there are approximately 50 manholes along the Riverdale interceptor. Discussion on that topic continued.

Treasurer Lampmann brought up the possibility of installing a doghouse manhole to avoid the bypass process. Discussions on that topic continued. It was noted by Steve that doghouse manhole construction is not advisable with PCCP pipe.

Regarding the NJIB application, Steve reported that the application is moving forward noting the next steps in the CP proposal including soil boring for groundwater which is tentatively scheduled for next week. Steve questioned whether to include a short-term loan to recoup planning and design costs. The Board advised that the planning and design costs were included within the Capital Budget for 2025 therefore the short-term loan was not required.

Following discussions, Chairman Verdonik requested a motion on Resolution R-25-4-1.

Treasurer Lampmann moved R-25-4-1 as follows:

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("the Authority") is authorized by N.J.S.A. 40:14A-1 et seq. to retain such professional and technical advisors and experts as it may require; and

WHEREAS, the Authority owns and maintains the Riverdale Interceptor, which is approximately 10,047 linear-foot in length and consists of 30-inch and 36-inch diameter Prestressed Concrete Cylinder Pipe (PCCP); and

WHEREAS, there is a need to acquire professional engineering services associated with the planning, design, permitting and funding of the lining of the Riverdale Interceptor ("Riverdale Interceptor Lining Project"); and

WHEREAS, the PRBRSA desires to authorize CP Engineers, LLC ('CP'), with offices at 11 Park Lake Road, Sparta, New Jersey 07871, to undertake professional services as set forth in the proposal dated April 8, 2025, and available on file at the offices of the Authority, in an amount not to exceed \$159,600.00 without additional Board authorization, and calculated on a time charged plus expense basis at the rates on file in the offices of the Authority; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” which may be awarded without public advertising and competitive bidding, provided a brief notice 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, funds are available for these purposes in accordance with the duly adopted budget of the Authority, under the approved Capital Budget and all supplements thereto, and other implementing resolutions of the Authority.

WHEREAS, the contract is being awarded as a “non-fair and open” contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Authority has determined that the value of the professional services will exceed \$17,500; and,

WHEREAS, CP Engineers, LLC (CP) has completed and submitted a Business Entity Disclosure Certification, which certifies that the firm has not made any reportable contributions to a political or candidate committee represented by an Authority member in the previous one year, and that the contract will prohibit the firm from making any reportable contribution through the term of the contract and a C.271 Political Contribution Disclosure Form; and

WHEREAS, the Business Disclosure Entity Certification and the C.271 Political Contribution Disclosure Form have been placed on file with this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the State of New Jersey on this 16th day of April, 2025, as follows:

- 1) The Authority does hereby award a contract for the planning, design, permitting and funding of the Riverdale Interceptor Lining Project to CP Engineers, LLC. The Chairman is authorized and directed to execute an agreement between CP Engineers, LLC, and the Authority for the performance of Professional Engineering Services, to perform the work set forth in the Proposal dated April 8, 2025, relevant to the planning, design, permitting and funding of the Riverdale Interceptor Lining Project, in an amount not to exceed \$159,600.00 without further Board authorization, and subject to the requirements of the Local Public Contracts Law. A notice of this Resolution shall be published in accordance with N.J.S.A. 40A:11-5 (l)(a)(i). This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5.
- 2) The Administrator is authorized and directed to cause a notice of this Resolution to be published in the official newspaper of the Authority concerning the

appointment of the aforesaid consulting engineer within ten (10) days of the date hereof and is authorized and directed to take all actions reasonable and necessary in the implementation of the contract awarded herein and this Resolution.

- 3) The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, and other implementing resolutions of the Authority. An Agreement for services shall be on file and available for inspection by members of the public in accordance with law.
- 4) 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 April 16, 2025.

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

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

5. FINANCIAL MATTERS

5.1 Treasurer's Report: March 31, 2025

Treasurer Lampmann presented the Treasurer's Report for the period ending March 31, 2025, and moved approval as presented.

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

AYES	:	Chairman Verdonik, Commissioners Lampmann, Mabey, Pellegrini and Voorman
NAYS	:	None

ABSENT : Commissioners Desai and Wilkes

ABSTAIN : None

6. UNFINISHED BUSINESS

6.2 2025 EDU Analysis

Treasurer Lampmann reported that the EDU analysis is progressing.

7. NEW BUSINESS

7.1 Financial Disclosures

Chairman Verdonik reminded the Board that the 2025 Financial Disclosure Form filing was due by April 30th.

7.2 WEFTEC – Chicago

Chairman Verdonik announced that the WEFTEC Conference would take place on September 9th through October 1st in Chicago and advised that the registration opens on April 29th if anyone is interested in attending. Jamie Avagnano added that the NJ WEF is May 5th in Atlantic City if anyone wants to attend.

8. CONSENT AGENDA

None

9. PAYMENT OF BILLS

9.1 Operating Request for Payment No. 451

Treasurer Lampmann presented Operating Request for Payment No. 451 and moved approval as follows:

Operating Request for Payment No. 451					
The following bills have been reviewed and are recommended for approval for payment at the					
April 16, 2025 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):					
PRBRS	ACCT. NO.	VOUCHER NO.	VOUCHER DATE	PAYMENT AMOUNT	CHECK PAYABLE TO
1) ✓	24.05	OP-25-4-1	4/12/2024	\$ 250.00	Borough of Butler
2) ✓	33.01	OP-25-4-2	10/1/2024	\$ 2,942.00	Borough of Butler
3) ✓	24.07	OP-25-4-3	4/9/2025	\$ 230.11	Jamie Avagnano
4) ✓	33.01	OP-25-4-4	3/31/2025	\$ 4,680.00	CSL Services Inc.
5) ✓	22.01	OP-25-4-5	4/8/2025	\$ 1,512.00	Maraziti Falcon LLP
6) ✓	22.03	OP-25-4-6	4/9/2025	\$ 2,006.50	CP Engineers LLC
7) ✓	32.02	OP-25-4-7	4/9/2025	\$ 360.00	CP Engineers LLC
8) ✓	32.02	OP-25-4-8	4/9/2025	\$ 7,246.50	CP Engineers LLC
9) ✓	*	OP-25-4-9	1/6/2025	\$ 1,039,312.00	Peq. Lincoln Park & Fairfield Sew. Auth. (Qtr 2)
10) ✓	25.01	OP-25-4-10	4/9/2025	\$ 140.00	Jamie Avagnano
11) ✓	22.05	OP-25-4-11	4/14/2025	\$ 9,127.58	Borough of Butler
12) ✓	22.05	OP-25-4-12	4/14/2025	\$ 28,889.36	Borough of Butler
13) ✓	24.07	OP-25-4-13	2/28/2025	\$ 64.76	North Jersey Media Group
14) ✓	24.07	OP-25-4-14	2/28/2025	\$ 55.96	North Jersey Media Group
15) ✓	25.03	OP-25-4-15	4/14/2025	\$ 361.00	Water Environment Federation
16) ✓	24.02	OP-25-4-16	4/1/2025	\$ 650.00	UP & Running
17) ✓	33.03	OP-25-4-17	3/26/2025	\$ 17.13	Borough of Butler Electric
18) ✓	33.03	OP-25-4-18	4/14/2025	\$ 4.65	JCP&L
TOTAL:				<u>\$ 1,097,849.55</u>	

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

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

NAYS : None

ABSENT : Commissioners Desai and Wilkes

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 6:17 pm, Treasurer Lampmann moved to adjourn the regular meeting. That motion was seconded by Commissioner Mabey and approved unanimously on voice vote.

At approximately 6:17 pm, the meeting was adjourned.

Respectfully submitted,

Jamie Avagnano

Jamie Avagnano, Recording Secretary

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