

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

February 19, 2020

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on February 19, 2020 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 Gall, Howard, Lampmann and Verdonik

ABSENT : Commissioner Metcalfe

ALSO PRESENT : Jamie Avagnano, Authority Administrator;
Christopher H. Falcon, Esq., Maraziti, Falcon LLP;
Daniel D. Kelly, P.E., Kelly Engineering; Riverdale
Councilman David Desai

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.

REORGANIZATION MEETING

The reorganization meeting was called to order by Commissioner Voorman who led the proceedings pending the election of officers.

1. ELECTION OF OFFICERS

Referring to his February 19th memo, Nominating Committee Member Howard on behalf of the Nominating Committee, presented the Slate of Officers for consideration as follows:

Chairman:	Raymond Verdonik
Vice Chairman:	Robert Voorman
Secretary:	Edwin Howard
Treasurer:	James P. Lampmann
Assistant Secretary:	James P. Lampmann

Commissioner Gall moved to approve the Slate of Officers as presented. That motion was seconded by Commissioner Howard and approved unanimously upon the following roll call vote:

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

Chairman Verdonik and the Board Members thanked Commissioner Voorman for his 13 years of service as Chairman. The Board then congratulated Chairman Verdonik on his new position.

2. CONSENT AGENDA

Chairman Verdonik recommended, and the Board agreed, that the Board consider reorganization meeting matters by consent agenda.

Ms. Avagnano read aloud the resolutions included in the consent agenda pertaining to reorganizational matters as follows:

1.	Resolution No. R-20-2-1	Open Public Meeting Act
2.	Resolution No. R-20-2-2	Official Depository
3.	Resolution No. R-20-2-3	Appointment of Auditor
4.	Resolution No. R-20-2-4	Appointment of General Counsel
5.	Resolution No. R-20-2-5	Appointment of Bond Counsel
6.	Resolution No. R-20-2-6	Appointment of Consulting Engineer-Admin.
7.	Resolution No. R-20-2-7	Trustee Incumbency Certificate
8.	Resolution No. R-20-2-8	Designate Affirmative Action (PACO)

Treasurer Lampmann moved approval of the consent agenda presented above for the following resolutions:

Resolution No. R-20-2-1

RESOLUTION

WHEREAS, The Open Public Meetings Act, Chapter 231 of the Laws of 1975, and more specifically, N.J.S.A. 10:4-8, requires all public bodies at least once a year and within seven (7) days of the Annual Organization Meeting of such body to arrange for the posting of a schedule of the regular meetings of the public body to be held during the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority as follows:

1. The schedule of regular meetings of the Authority hereinafter set forth is hereby adopted:

SCHEDULE

Regular Meetings of the Pequannock River Basin Regional Sewerage Authority are held at the Borough of Butler Municipal Building, One Ace Road, Butler, New Jersey commencing at 7:00 p.m. unless otherwise noted.

2020

March 18, 2020
April 15, 2020
May 20, 2020
June 17, 2020
July 15, 2020
August 19, 2020
September 16, 2020
October 21, 2020
November – No Meeting
December 2, 2020 (1st Wednesday)

2021

January 20, 2021
February 17, 2021

2. The official newspapers of the Authority are:
 - A. Suburban Trends
 - B. North Jersey Herald and News
3. The Secretary is authorized to:
 - A. Post a copy of this Resolution on the bulletin board at the Authority's Office in the Butler Municipal Building.

- B. Forward a copy of this Resolution to the Municipal Clerks of Butler, Bloomingdale and Kinnelon for posting in the public place in each community reserved for such notices.
 - C. Forward a copy of this Resolution to two newspapers, one of which shall be the official newspaper of the Authority.
4. This Resolution shall take effect as provided by law.

Resolution No. R-20-2-2

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "Authority") proposes to designate official depositories for the funds of the Authority.

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 19th day of February, 2020, as follows:

1. The following are designated as the official depositories of the Authority and are directed to honor all withdrawals made by check or withdrawal document signed by the Chairman or Vice Chairman and Treasurer or Secretary/Assistant Secretary of the Authority:

NEW JERSEY CASH MANAGEMENT FUND
WELLS FARGO, N.A.
US BANK, N.A.

2. The Authority hereby authorizes the execution and delivery of such authorization and forms as may be required by Wells Fargo, N.A. and US Bank, N.A., providing for deposits and payments as well as the filing of authenticated signatures of Authority officers, Authority Administrator and Consulting Engineer as official signatures.

3. This Resolution shall take effect as provided by law.

Resolution No. R-20-2-3

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, there is a need to appoint professional consultants and advisors to provide services to the Authority during the year 2020 and until the next reorganization meeting of the Authority; and

WHEREAS, funds are available for these services;

WHEREAS, the foregoing services are “professional” services as in N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A 40A:11-5(1) (a) and 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, the professional consultant named below 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, the C.271 Political Contribution Disclosure Form, and the Determination of Value has 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 19th day of February, 2020, as follows:

The Authority does hereby name and designate Wielkotz & Company of Pompton Lakes, New Jersey as Authority Auditor to provide auditing services as required, and subject to the requirements of the Local Public Contracts Law, the Chairman is authorized to execute an agreement therewith for the provision of such service. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5.

The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority concerning the appointment of the aforesaid auditor within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, 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.

This Resolution shall take effect as provided by law.

Resolution No. R-20-2-4

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, there is a need to appoint professional consultants and advisors to provide services to the Authority during the year 2020 and until the next reorganization meeting of the Authority; and

WHEREAS, funds are available for these services;

WHEREAS, the foregoing services are "professional" services as in N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1) (a) and 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, the professional consultant named below 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, the C.271 Political Contribution Disclosure Form, and the Determination of Value has 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 19th day of February, 2020, as follows:

The Authority does hereby name and designate Christopher H. Falcon, Esq. of Maraziti Falcon, LLP, Short Hills, New Jersey as General Counsel to provide legal services as required in accordance with their proposal for these services and subject to the requirements of the Local Public Contracts Law. The Chairman is authorized to execute an agreement therewith for the provision of such service. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5.

The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority concerning the appointment of the aforesaid General Counsel within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing

resolutions of the Authority. The agreement for services shall be on file and available for inspection by members of the public in accordance with law.

This Resolution shall take effect as provided by law.

Resolution No. R-20-2-5

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, there is a need to appoint professional consultants and advisors to provide services to the Authority during the year 2020 and until the next reorganization meeting of the Authority; and

WHEREAS, funds are available for these services;

WHEREAS, the foregoing services are "professional" services as in N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1) (a) and 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, the professional consultant named below 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, the C.271 Political Contribution Disclosure form and the Determination of Value has 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 19th day of February, 2020, as follows:

The Authority does hereby name and designate Hawkins, Delafield and Wood, Esq., Newark, New Jersey as Bond Counsel to provide legal services as required, and subject to the requirements of the Local Public Contracts Law. The Chairman is authorized to execute an agreement therewith for the provision of such service. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5.

The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority concerning the appointment of the aforesaid counsel within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority. The agreement for services shall be on file and available for inspection by members of the public in accordance with law.

This Resolution shall take effect as provided by law.

Resolution No. R-20-2-6

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, there is a need to appoint professional consultants and advisors to provide services to the Authority during the year 2020 and until the next reorganization meeting of the Authority; and

WHEREAS, funds are available for these services;

WHEREAS, the foregoing services are "professional" services as in N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1) (a) and 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, the professional consultant named below 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, the C.271 Political Contribution Disclosure Form, and the Determination of Value has 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 19th day of February, 2020, as follows:

The Authority does hereby name and designate Kelly Engineering, New Vernon, New Jersey as Consulting Engineer to provide administrative and management overview services as required in accordance with its proposal for Year 3 to the Authority for these services, and subject to the requirements of the Local Public Contracts Law. The Chairman is authorized to execute an agreement therewith for the provision of such service. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5

The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority concerning the appointment of the aforesaid consultant within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority. The agreement for services shall be on file and available for inspection by members of the public in accordance with law.

This Resolution shall take effect as provided by law

Resolution No. R-20-2-7

RESOLUTION

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 19th day of February, 2020 follows:

1. This Resolution is enacted to authorize the Authority's Officers to sign the Incumbency Certificate requested by US Bank, N.A. or its successor bank as Trustee under the General Bond Resolution of July 15, 1986, and Resolutions supplemental thereto.
2. The Authority's Officers, Authority Administrator and Consulting Engineer are authorized to sign the Incumbency Certificate.
3. The Secretary shall deliver an Incumbency Certificate if required and a certified copy of this Resolution to the Trustee.
4. This Resolution shall take effect immediately.

Resolution No. R-20-2-8

RESOLUTION

WHEREAS, there exists a need for the designation of an official or employee to serve as a Public Agency Compliance Officer (P.A.C.O.) pursuant to N.J.A.C. 17:27 for Pequannock River Basin Regional Sewerage Authority; and

WHEREAS, the P.A.C.O. is the liaison official for matters concerning Affirmative Action as set forth in P.L. 1975, c.127 (N.J.A.C. 17:27); and

WHEREAS, the Authority desires to comply with the Affirmative Action requirements and wishes to maintain appropriate contracting procedures for the Pequannock River Basin Regional Sewerage Authority;

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 19th day of February, 2020, as follows:

1. The Authority does hereby appoint Jamie Avagnano, Administrator, as the Public Agency Compliance Officer for the Pequannock River Basin Regional Sewerage Authority.
2. The P.A.C.O. shall act as the liaison between the Authority and the New Jersey Department of the Treasury, Affirmative Action Office and shall take appropriate actions to maintain compliance with the Agency's contracting procedures to comply with the Affirmative Action regulations cited at N.J.A.C. 17:27.
3. The Administrator is authorized and directed to complete the appropriate notification form designating the P.A.C.O. and to forward the same to the Department of the Treasury.
4. This Resolution shall take effect as provided by law.

Commissioner Voorman seconded the motion to approve the consent agenda which passed on the following roll call vote:

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

2.1 Appointment of Consulting Engineer – General

Ms. Avagnano commented that two proposals had been received as a result of the Authority's RFP for general engineering services. Those proposals were previously transmitted to the Board for review and were also available in hardcopy on the table.

Chairman Verdonik asked if any of the Board Members had any comments on the submittals. Commissioner Howard mentioned that he preferred to retain Kelly Engineering at this time. The Board agreed.

Without further discussion, Commissioner Lampmann moved the following resolution for award of the Consulting Engineer-General contract as follows:

Resolution No. R-20-2-9

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, there is a need to appoint professional consultants and advisors to provide services to the Authority during the year 2020 and until the next reorganization meeting of the Authority; and

WHEREAS, funds are available for these services;

WHEREAS, the foregoing services are "professional" services as in N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1) (a) and 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, the professional consultant named below 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, the C.271 Political Contribution Disclosure Form, and the Determination of Value has 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 19th day of February, 2020, as follows:

The Authority does hereby name and designate Kelly Engineering as Consulting Engineer to provide general engineering services as required in accordance with its proposal to the Authority for these services, and subject to the requirements of the Local Public Contracts Law. The Chairman is authorized to execute an agreement therewith for the provision of such service. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5.

The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority concerning the appointment of the aforesaid consultant within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority. The agreement for services shall be on file and available for inspection by members of the public in accordance with law.

This Resolution shall take effect as provided by law.

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

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

2.2 ANNUAL REPORT

Chairman Verdonik presented the PRBRSA Annual Report to the Board. With no public being present, he requested that the Report be recorded in the minutes and posted on the Authority's official webpage.

Commissioner Lampmann motioned to accept the PRBRSA Annual Report 2020/2021.

Vice Chairman Voorman Seconded the Motion which passed on the following roll call vote:

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

PRBRSA Annual Report: 2020/2021

February 19, 2020

In the Authority's 33rd year of regional service to the municipalities now is a good time to look back at the accomplishments over the past year as well as the planned achievements on the horizon.

The Authority continues to operate with our mission in mind – the preservation and protection of the Pequannock River Basin while serving our municipalities in the most efficient manner possible. Last year and into the immediate future, PRBRSA has taken and will continue to take the steps necessary to remain true to our mission.

Today, the Authority's member towns – Bloomingdale, Butler and Kinnelon - as well as Riverdale, enjoy the benefits of a regional sewer system, one capable of providing service defined by the towns themselves. Growth and development have been measured yet not restrained, all projects approved by local land use boards have been served. All the while water quality has been measurably improved, the Pequannock River has been restored to provide ecological balance – safe drinking water, trout fishing and recreational opportunities - as tangible by-products.

Antiquated pipelines dedicated to the Authority by the Boroughs of Bloomingdale and Butler have been replaced or rehabilitated. In 2015 through 2017 the Authority completed rehabilitation of the Boonton Avenue Interceptor, lines constructed in the 1930s, to serve the region for decades to come.

Currently we are completing the final stage of that project with the replacement of the lines under and in the vicinity of the NYS&W Railroad in Butler, NJ. That project is underway with a projected completion date of August 2020. The rehabilitation of those lines will complete the PRBRSA's rehabilitation of virtually all the main interceptor sewers acquired from Bloomingdale and Butler in 1987. As an added benefit, the abandoned PRBRSA sewer main in Park Place and Main Street will be repurposed and dedicated to host a water main to serve the residents of the Borough of Butler.

To provide our towns with the upmost transparency in our rates and charges as well as to promote a fair and equitable cost distribution, the PRBRSA Board of Commissioners developed various cost share alternatives. Over recent months the Board considered various methods available and is now implementing an EDU method of billing as a means to avoid significant rate fluctuations produced by flow metering. With the support of the

towns, the service contracts are being developed for approval by the municipalities later this year.

As a longstanding customer municipality, the Borough of Riverdale is formally seeking full membership status as a Participant with two seats on the PRBRSA Board. We look forward to welcoming our new Member municipality by early FY 2021.

To continue to fulfill its mission the Authority is actively pursuing a number of other programs as well:

- ❖ Contingency Operating Plan: Succession planning is critical. In 2018 the Authority implemented a plan to continue operations without interruption in the event the current operational approach proves no longer viable. That plan is scheduled for completion by the end of FY 2020.
- ❖ Asset Management: The development of a comprehensive plan consistent with recently promulgated state guidelines is being prepared.
- ❖ Pipeline Inspection: In conjunction with asset management the Authority has developed a multi-year program to continuously assess the condition of its system. Improvements to the regional system will assure future service reliability and remains the highest priority.
- ❖ Park Place Railroad Crossing: To provide necessary hydraulic capacity and assure system integrity, the 1920s vintage line crossing the NYS&W Railroad in Park Place, Butler, a project to replace that segment is actively in progress. As noted above, the project is scheduled for completion this August.

These programs and more will be developed over the next few years to continue PRBRSA's mission of cost efficient, environmentally sound and sustainable service to the municipalities.

Respectfully submitted,
PRBRSA Chairman

ADOPTION OF MINUTES

1. Meeting Minutes: Regular Meeting – January 8, 2020

Treasurer Lampmann moved acceptance of the minutes of the January 8, 2020 regular meeting. That motion was seconded by Commissioner Gall and approved on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Alternative Cost Recovery Methodologies

Mr. Falcon referred to his timeline memorandum of February 11th highlighting the next steps in the process to conclude the Five Party Agreement. That will amend the present service contracts to adopt the EDU method of billing and will simultaneously provide for Riverdale becoming a Member town in accordance with the Sewerage Authorities Law and a direct Participant on the service contract. He mentioned that his office is currently finalizing the draft agreements for review by bond counsel. Mr. Falcon also advised that he would be contacting the attorneys for the 4 municipalities next week to advise them of the forthcoming agreements.

He also advised that the Authority was in receipt of Riverdale's financial analysis. Councilman Desai commented that the report showed a favorable rating for Riverdale. Mr. Falcon agreed, commenting that the Authority would be proceeding with the Five Party Agreement including Riverdale as a Member as previously discussed. Commissioner Lampmann requested an additional timeline for the March meeting outlining the timing for the Borough attorneys' since the ordinances would need to be before the municipalities latest August 2020.

Mr. Falcon confirmed that he would prepare the timeline as well as the ordinances for the towns.

1.2 Flow Report

Ms. Avagnano presented the Flow Reports for the periods ending January 31, 2020 and December 2019.

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

January 2020

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

December 2019

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

Referring to the February 13, 2020 Flow Report, Mr. Kelly noted that the flows through January averaged 1.814 mgd. He particularly noted that Butler's flow is unusually high at 0.904 mgd and for the year-to-date 0.926 mgd or 51.05% of the total flow. He also commented on the differential flow between Meters P-4 and P-2A which remain relatively constant throughout the month whereas the P-4 and P-2A meters exhibited extensive variations over the period.

1.3 TBSA Flow Report (Budget vs. Actual)

Commenting on the actual flows to date versus those budgeted by the Two Bridges Sewerage Authority entering FY 2020, Mr. Kelly reported that the PRBRSA flows are 1.49% higher than TBSA's estimate. Consequently, if that trend continues, the Authority would be assessed an additional user charge for the adjusted flows.

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman addressed the Board on the activities at Two Bridges. He mentioned that as a result of one of the TBSA Participant's exceeding its capacity allocation that PRBRSA should expect a small credit.

The Board also congratulated Commissioner Voorman on his recent appointment as Chairman of TBSA.

3. TWA APPLICATIONS AND CONNECTION PERMITS

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

Reporting on the kickoff meeting with Remington & Vernick Engineers on January 6th, Ms. Avagnano indicated that RVE is proceeding with a review of an alternative remediation methodology utilizing spiral-wound PVC in lieu of the cured-in-place liner recommended by R3M. She also advised that a field inspection has been scheduled for Friday, February 21st.

Commissioner Lampmann commented on the video that the Administrator circulated showing the spiral-wound PVC technology. In response to Commissioner Howard's comment, Mr. Kelly confirmed that RVE advised that the PVC lining would need to be extended along the entire length from manhole to

manhole, a distance of 445 feet. Consequently, the cost may not be significantly less than the alternative selected by R3M Engineering. He also commented that the engineer will review the ability to install the liner given the PVC liner thickness over the extremely flat slope of the existing 36-inch sewer.

Councilman Desai inquired if the invoices referenced in PRBRSA's January 24, 2020 letter had been forwarded to Riverdale regarding the current costs incurred on the remediation project. Ms. Avagnano responded that the letter issued was only an advisory and that the invoices were not attached. Councilman Desai requested that all invoices paid to date be submitted to Riverdale for transmittal to Riverdale's insurance company. Ms. Avagnano confirmed she would prepare an invoice to Riverdale including the invoices paid to date.

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

Ms. Avagnano reported that the Authority has approved the Non-Residential Connection application for both Wawa and Panera based on information submitted on the grease interceptor design.

**3.3 TWA Application
Phase 4 Sewer Project
Borough of Riverdale**

As indicated by his February 10, 2020 review letter, Mr. Kelly recommended approval of the TWA Application filed by the Borough of Riverdale for its Phase 4 sewer project. He explained that the conditions noted by his review have been resolved with the applicant's engineer. He further explained that since the Borough's flows are relatively close to its available reserve capacity that he prepared a Level 1 Capacity Assurance Program calculation. The CAP calculation confirmed that the Borough does have adequate capacity for both the Phase 1 project and the additional flows, 18,900 gpd, for the 63 residential connections proposed to be serviced by the Phase 4 project.

**3.4 Northeast Water Quality Management Plan Amendment
Linden Street
Borough of Riverdale**

Commenting on a request from the Borough of Riverdale for an Amendment to the Northeast Water Quality Management Plan to include Lot 10, Block 12 within the sewer service area of the Borough, PRBRSA and TBSA, Ms. Avagnano recommended that the Board approve the Amendment. She commented that Two Bridges also supports the proposed amendment.

4. BOONTON AVENUE INTERCEPTOR

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

Based on the contractor's most recent submittal of a revised construction schedule, Mr. Kelly reported that the upcoming work involves installation of dewatering facilities, relocation of the 30-inch storm drain in Main Street and initiation of the jacking pit installation by the end of March. Commissioner Lampmann commented that no actual work has been initiated as yet with the exception of the test pit work completed over the prior week.

5. FINANCIALS

5.1 Treasurer's Report: December 31, 2019

Treasurer Lampmann presented the Treasurer's Report for the period ending December 31, 2019 and moved its approval as presented.

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

5.2 Treasurer's Report: January 31, 2020

Treasurer Lampmann presented the Treasurer's Report for the period ending January 31, 2020 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 Verdonik, Commissioners Gall,
Howard, Lampmann and Voorman

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

5.3 Audit: FY 2019

Ms. Avagnano advised that the final FY 2019 Audit had previously been transmitted to the Board for their review.

Chairman Verdonik noted that no recommendations were offered by the auditors.

Treasurer Lampmann moved approval of the following resolution:

Resolution No. R-20-2-10

R E S O L U T I O N

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended October 31, 2019 has been completed and filed with the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Pequannock River Basin Regional Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended October 31, 2019, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

5.4 FY 2020 Annual Budget: Amendment No. 1

Ms. Avagnano advised that per Resolution No. R-20-1-3 approved by the Board in January, in order to issue the refunds to the municipalities, an Amendment to the FY 2019 (PRBRSA FY 2020) Annual Budget is required.

Commissioner Lampmann moved approval of the Budget Amendment Resolution as follows:

Resolution No. R-20-2-11

RESOLUTION APPROVING AMENDMENT NO. 1 TO FY 2020 ANNUAL BUDGET

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (the “Authority”) adopted its Annual Budget for Fiscal Year 2020 on October 16, 2019; and

WHEREAS, in accordance with N.J.A.C.5:31-2.8(a), said Annual Budget must be approved by the State of New Jersey, Department of Local Government Services (the “DLGS”) prior to amendment thereof; and

WHEREAS, the Authority desires to amend its Fiscal Year 2020 Annual Budget as adopted on October 16, 2019 and approved by DLGS on October 25, 2019; and

WHEREAS, at N.J.A.C. 5:31-2.8(a) provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of the Authority or District make such correction of the title, text, or amount of any Appropriation or decrease in Revenue with corresponding decrease in budgeted costs appearing in the budget as may be necessary to make said item of Appropriation available for purpose or purposes required for the needs of any such Authority or District.

NOW, THEREFORE, BE IT RESOLVED, in accordance with said provisions of N.J.A.C.5:31-28 the Pequannock River Basin Regional Sewerage Authority requests the Director of the Division of Local Government Services to make the following amendments to the Annual Budget for PRBRSA Fiscal Year 2020 (State Fiscal Year 2019):

1. Page F-1: Summary

Total Operating Revenues:	From	\$5,420,000
	To:	\$5,135,118

Appropriations:

Total Cost of Providing Services:	From:	\$4,407,000
	To:	\$4,122,118

Total Appropriations and Accumulated Deficit	From:	\$4,407,000
	To:	\$4,122,188

Net Total Appropriations	From:	\$4,407,000
	To:	\$4,122,188

2. Page F-2: Revenue Schedule

Operating Revenues

Service Charges (Residential)	From:	\$5,420,000
	To:	\$5,135,118

Total Operating Revenues	From:	\$5,420,000
	To:	\$5,135,118

Total Anticipated Revenues	From:	\$5,420,000
	To:	\$5,135,118

3. Page F-4: Appropriation Schedule

Cost of Providing Services – Other	From:	\$4,407,000
	To:	\$4,122,118

Total Costs – Other	From:	\$4,407,000
	To:	\$4,112,118

Total Cost of Providing Services	From:	\$4,407,000
	To:	\$4,112,118

Total Operating Appropriations	From:	\$5,037,200
	To:	\$4,752,318

Total Appropriations	From:	\$5,471,000
	To:	\$5,186,118

Total Appropriations & Accumulated	From: \$5,471,000
Deficit	To: \$5,186,118

Total Net Appropriations	From: \$5,471,000
	To: \$5,186,118

4. Page N-1

Corresponding revisions to “Attachment A to Page N-1”
And “Attachment B to Page N-1” (see Attached)

BE IT FURTHER RESOLVED, that the foregoing Amendments are, in the opinion of the Governing Body, warranted and authorized by the statute as referenced above and are necessary for the orderly operation of the Authority for reasons set forth herein as follows:

1. The \$284,882 decrease in Appropriations, Annual Charges due to the Two Bridges Sewerage Authority, is being applied as a corresponding reduction in Revenues by reducing the rates or Annual Charges payable by the four (4) municipalities in like amount.
2. This resolution shall take effect upon approval of the FY 2020 Annual Budget Amendment by the Director of the Division of Local Government Services. Amendment No. 1 and the Revised Annual Charge Certifications will be submitted to the municipalities served by the Authority on receipt of approval by the Division.

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

6. UNFINISHED BUSINESS

6.1 Riverdale Membership

See discussion above.

7. NEW BUSINESS

7.1 Office Lease – Borough of Butler

Ms. Avagnano commented that the PRBRSA office lease was up for another 2 year renewal period on April 1st. She advised that the Borough of Butler recently passed its renewal resolution with no increase in rent.

7.2 AEA Utilities Conference – March 10 & 11th

Ms. Avagnano advised the Board of the upcoming AEA Utilities Conference in Atlantic City and requested that any Board Member wishing to attend the conference contact her for the necessary arrangements.

8. CONSENT AGENDA

As previously indicated, Ms. Avagnano read the following items included in the consent agenda as follows:

CONSENT AGENDA	<u>Resolution #</u>
Resolution: Office Lease (4/1/2020-3/31/2022)	R-20-2-12
Resolution: Approve Riverdale Phase 4 Sewer Project	R-20-2-13
Resolution: Consent for WQMP Amendment - Riverdale	R-20-2-14

Vice Chairman Voorman moved approval of the Consent Agenda resolutions as follows:

Resolution No. R-20-2-12

R E S O L U T I O N

WHEREAS, an application has been submitted by the Borough of Riverdale for review by the Pequannock River Basin Regional Sewerage Authority (hereinafter the "Authority") of a Treatment Works Approval for construction of the Riverdale Phase 4 Sewer Project in the Borough of Riverdale, as more particularly described in the TWA application heretofore filed with the Authority and made a part hereof; and

WHEREAS, the project is for the construction of 3,148 linear feet of 8-inch diameter PVC gravity sewer to serve an additional 63 residential single family (detached) properties within the Borough of Riverdale and would result in an increase of flow to the Authority System of 18,900 g.p.d.; and

WHEREAS, the Consulting Engineer of the Authority has reviewed the application and has determined said application to be in order; and

WHEREAS, the New Jersey Department of Environmental Protection (hereinafter the "NJDEP") presently requires the endorsement of the applicable Sewerage Agency

pursuant to N.J.A.C. 7:14A-21 as to the proposed local sewer system extensions and its conformance with the Morris County Wastewater Management Plan, the Northeast Water Quality Management Plan and the Rules and Regulations of the Authority; and

WHEREAS, the Authority concurs in the findings set forth in the February 10, 2020 report of the Consulting Engineer on the application;

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 19th day of February 2020, as follows:

1. The Chairman is authorized and directed to execute Form WQM-003 entitled "Statements of Consent" thereby signifying the approval of the Authority.
2. This approval is subject to the following conditions:
 - A. **CONDITIONS PRECEDENT TO CONSTRUCTION:**
 - 1) Applicant must file with the Authority one copy of NJDEP Construction and Operating Permit (for TWA projects).
 - 2) Applicant must provide 72 hours prior notice before beginning work.
 - 3) Applicant must comply with the recommendations of the Consulting Engineer as set forth by his report of February 10, 2020 or as may be subsequently modified.
 - B. **CONDITIONS PRECEDENT TO OPERATION:**
 - 1) Applicant must file NJDEP WQM-005 form "Certification for Approval by Local Agency," with PRBRSA which form must be executed (signed and sealed) by New Jersey licensed professional engineer and must be executed by the municipality which "will own and operate the sewer system."
 - 2) Applicant must provide 72-hours prior notice prior to initiation of operations.
 - 3) Applicant must file two sets of record drawings signed and sealed by a New Jersey licensed professional engineer with PRBRSA.

Resolution No. R-20-2-13

RESOLUTION CONSENTING TO THE PROPOSED NORTHEAST WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT

WHEREAS, the Pequannock River Basin Regional Sewerage Authority desires to provide for the orderly development of wastewater facilities to provide sewer service within its District; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM Plan; and

WHEREAS, the NJDEP has established the WQM Plan amendment procedure through the WQMP Rules at N.J.A.C7:15-3.5 as the method of incorporating unplanned facilities and previously unapproved sewer use areas into a WQM Plan; and

WHEREAS, a proposed WQM Plan Amendment to the Northeast Water Quality Management Plan (WQMP) noticed in the New Jersey Register on December 16, 2019 for incorporation of Lot 10, Block 12 in the Borough of Riverdale into the approved sewer service area of the Borough of Riverdale, the Pequannock River Basin Regional Sewerage Authority and the Pequannock, Lincoln Park and Fairfield Sewerage Authority (aka the Two Bridges Sewerage Authority) for inclusion within the Morris County Wastewater Management Plan (WMP) has been prepared by MianECKi Consulting Engineers on behalf of the Borough of Riverdale;

NOW, THEREFORE, BE IT RESOLVED on this 19th day of February, 2020 by the governing body of the Pequannock River Basin Regional Sewerage Authority that:

1. The Pequannock River Basin Regional Sewerage Authority hereby consents to the WQM Amendment to the Northeast Water Quality Management Plan as publicly noticed on December 16, 2019 prepared by MianECKi Consulting Engineers for the purpose of incorporation of Lot 10, Block 12 in the Borough of Riverdale, Morris County, New Jersey into the approved sewer service area of the Morris County Wastewater Management Plan.
2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C7:15-3.5(g)6.
3. This Resolution shall take effect as provided by law.

Resolution No. R-20-2-14

**RESOLUTION TO AUTHORIZE LEASE AGREEMENT WITH
THE BOROUGH OF BUTLER**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "the Authority") previously negotiated an agreement with the Borough of Butler to lease 150 square feet for office space; and

WHEREAS, pursuant to N.J.S.A. 40:14A-7 the Authority is authorized to acquire interests in real property necessary for the purposes of the Authority; and

WHEREAS, pursuant to N.J.S.A. 40:A12-14 a lease between an Authority and a municipality is exempt from the requirements of public advertisement and bidding; and

WHEREAS, the Authority finds that it is in the interest of the Authority to extend its present lease and to enter into a new lease which includes the following terms:

Rental Property: 150 sq. ft. at 1 Ace Road, Butler, New Jersey

Rent and Term: April 1, 2020 to March 31, 2022 (two years)
\$250.00 per month = \$6,000.00 for the full term; and

WHEREAS, the Mayor and Council of the Borough of Butler have approved a new lease on the above terms by Resolution dated January 21, 2020.

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 19th day of February, 2020, as follows:

1. The Chairman of the Authority is authorized to execute a lease on behalf of the Authority with the Borough of Butler in a form reviewed by the Authority Attorney and upon the above terms.
2. This Resolution shall take effect as provided by law.

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 393

Treasurer Lampmann presented and moved approval of Operating Request for Payment No. 393 as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 393

The following bills have been reviewed and are recommended for approval for payment at the February 19, 2020 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-20-2-1	3/31/2018	\$ 250.00	Borough of Butler
2)	33.01	OP-20-2-2	10/1/2018	\$ 2,705.00	Borough of Butler
3)	24.07	OP-20-2-3	1/1/2020	\$ 1,393.56	Tab Group
4)	22.03	OP-20-2-4	2/4/2020	\$ 10,980.36	Kelly Engineering
5)	32.02	OP-20-2-5	1/17/2020	\$ 3,736.86	Kelly Engineering
6)	22.01	OP-20-2-6	1/7/2020	\$ 4,642.82	Maraziti Falcon LLP
7)	22.01	OP-20-2-7	1/7/2020	\$ 1,033.50	Maraziti Falcon LLP (BP)
8)	25.03	OP-20-2-8	1/3/2020	\$ 4,680.00	AEA
9)	33.01	OP-20-2-9	2/11/2020	\$ 3,357.40	ADS LLC
10)	22.02	OP-20-2-10	1/16/2020	\$ 14,500.00	Ferraioli, Wielkotz, Cerullo & Cuva
11)	24.07	OP-20-2-11	1/27/2020	\$ 79.00	Staples (Member Fee)
12)	33.03	OP-20-2-12	1/27/2020	\$ 13.89	Borough of Butler Electric
13)	33.03	OP-20-2-13	1/24/2020	\$ 3.10	JCP&L
14)	24.07	OP-20-2-14	1/31/2020	\$ 366.56	Staples (supplies)
15)	24.07	OP-20-2-15	1/15/2020	\$ 64.00	North Jersey Media Group
16)	24.07	OP-20-2-16	1/22/2020	\$ 49.18	North Jersey Media Group
17)	24.07	OP-20-2-17	1/23/2020	\$ 51.66	North Jersey Media Group
18)	24.07	OP-20-2-18	1/20/2020	\$ 30.46	North Jersey Media Group
19)	25.01	OP-20-2-19	2/19/2020	\$ 677.20	Jamie Avagnano (expesnes)
20)	24.07	OP-20-2-20	2/10/2020	\$ 151.88	J. Avagnano (PRBRSA Email)
21)	33.01	OP-20-2-21	2/11/2020	\$ 3,357.40	ADS LLC
22)	32.02	OP-20-2-22	2/10/2020	\$ 6,794.95	Kelly Engineering
23)	22.01	OP-20-2-23	2/13/2020	\$ 8,817.20	Maraziti Falcon LLP
24)	22.01	OP-20-2-24	2/13/2020	\$ 507.00	Maraziti Falcon LLP (BP)
25)	24.07	OP-20-2-25	2/13/2020	\$ 187.50	Up & Running
26)	33.03	OP-20-2-26	2/7/2020	\$ 3.10	JCP&L
27)	24.07	OP-20-2-27	2/19/2020	\$ 55.00	US Post Office
			TOTAL:	\$ 68,488.58	

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-17-30

Treasurer Lampmann presented the bills as listed on Construction Fund Disbursement Requisition No. C-17-30 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-17-30-2-1	1/17/2020	\$ 917.50	Kelly Engineering
2)	120328C1	C-17-30-2-2	1/7/2020	\$3,375.17	Maraziti Falcon, LLP
3)	120328C3	C-17-30-2-3	1/29/2020	\$2,605.89	Mott MacDonald
4)	120328C1	C-17-30-2-4	2/10/2020	\$2,691.70	Kelly Engineering
5)	120327C4	C-17-30-2-5	2/2/2020	\$ 51.66	North Jersey Media Group
TOTAL DISBURSEMENTS				<u>\$9,641.92</u>	

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

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

NAYS : None

ABSENT : Commissioner Metcalfe

ABSTAIN : None

OPEN MEETING FOR PUBLIC COMMENT

Recognizing Riverdale Councilman Desai's presence, Chairman Verdonik opened the meeting to the public.

Councilman Desai said he had a question on the methodology used to calculate the FY 2019 flow adjustments. Ms. Avagnano inquired as to which billing he was referring to. Councilman Desai advised that he was specifically questioning the attachment to the December 23, 2019 billing. Mr. Kelly advised that a slight modification to the flow calculations was necessary which was explained by his January 7, 2020 Technical Memorandum. He also advised that Resolution No. R-20-1-3 passed on January 8th outlined the credits to all the towns including minor adjustments to be applied in the 2nd Revised Certifications forthcoming. Ms. Avagnano confirmed that she would forward the information regarding the final FY 2019 billings for Riverdale's information.

Mr. Kelly also noted that, on the unauthorized connection project, that the Authority is attempting to keep costs at a minimum and that we would forward a link regarding a new technology under consideration that may avoid excavation and bypass pumping.

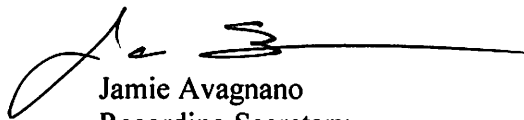
With the questions satisfied and no other members of the public present Chairman Verdonik dispensed with the public participation portion of the meeting.

ADJOURNMENT

At approximately 7:45 pm, Commissioner Lampmann moved to adjourn the meeting. That motion was seconded by Commissioner Howard and approved unanimously on voice vote.

At approximately 7:45 pm, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Avagnano', with a long horizontal line extending to the right.

Jamie Avagnano
Recording Secretary

Enclosures: Treasurer's Report for the period ending January 31, 2020
Treasurer's Report for the period ending December 31, 2019