

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

August 14, 2013

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on August 14, 2013 in the Conference Room at the Butler Municipal Building, One Ace Road, Butler, New Jersey. Chairman Voorman called the meeting to order at approximately 7:30 p.m.

ROLL CALL

On roll call:

PRESENT	:	Chairman Voorman, Commissioners Gall, Howard, Lampmann, Metcalfe and Verdonik
ABSENT	:	None
ALSO PRESENT	:	Andrew Brewer, Esq., Maraziti, Falcon & Healey; and Daniel D. Kelly, P.E., Kelly Engineering;

OPEN PUBLIC MEETING STATEMENT

Chairman Voorman introduced the "Open Public Meeting Statement" indicating that adequate notice of the Authority's regular meeting had been publicized in accordance with law by posting notice on the bulletin board at the Butler Municipal Building by providing notice to the municipal clerks of Bloomingdale, Butler, Kinnelon, and Riverdale, and by providing notice to the official newspapers of the Authority.

ADOPTION OF MINUTES

1. **Meeting Minutes: Regular Meeting – July 17, 2013**

Commissioner Gall moved acceptance of the minutes of the July 17, 2013 regular meeting. That motion was seconded by Commissioner Lampmann which passed unanimously upon the following roll call vote:

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

NAYS : None

ABSENT : None

ABSTAIN : None

OPERATIONAL REPORT

1. System Operations

1.1 Flow Reports (July 2013)

Referring to the Flow Report dated August 14, 2013 for the period ending July 31, 2013, Mr. Kelly noted that the system flows decreased from 2.388 mgd in June to 1.743 mgd in July, a decrease of 0.645 mgd or 645,000 gpd with a year-to-date average of 1.876 mgd through July 31st. He commented on the Riverdale flow with a year-to-date average of 0.450 mgd which continues to exceed the Borough's 0.409 mgd reserve capacity allocation.

Mr. Kelly distributed the following reports to the Board for review:

August 2013

- Flow Report dated August 14, 2013 for the period ending July 2013
- Daily Flow Summary for July 2013
- Daily Flow Hydrograph for July 2013
- Daily Flow Hydrograph Comparing Meters P-4 and TBSA Meter M-15 for July 2013
- TBSA Budgeted vs. Actual Flow for July 2013

1.2 TBSA Actual vs. Budgeted Flow Analysis

Referring to his July 16, 2013 memorandum Mr. Kelly advised that the Authority's actual flows continue to exceed the flows budgeted by the Two Bridges Sewerage Authority for FY 2013. He advised that the current actual flows of 1.96 mgd through June 2013 results in a total percentage of 34.03% in lieu of the 32.90% budgeted by TBSA. Accordingly he said that if the trend continues then the Authority will be billed an extra 1.13% of the operation and maintenance charges (TBSA's User Charge) for the year.

2. TBSA Activities

Chairman Voorman and Vice Chairman Verdonik reported on several matters that the Two Bridges Sewerage Authority as they affect Pequannock River Basin. Notably they advised that Two Bridges continues to review various options for sludge disposal in anticipation of retiring its current sludge incineration process. They also advised that Hatch Mott McDonald has filed the annual Engineer's Report which includes some \$50,000,000 of improvements in the nature of repairs and replacements to the existing facilities which improvements are unrelated to the overall treatment plant capital improvement program. They advised that of the \$50,000,000, \$22,000,000 of work is deemed necessary over the next five years with the balance scheduled beyond then. Lastly they advised that Two Bridges approved its annual budget for FY 2014 with a 2% across-the-board rate increase.

On discussing the proposed improvements Chairman Voorman and Vice Chairman Verdonik, responding to Commissioner Gall's question, advised that none of the improvements proposed would increase the treatment plant's current 7.50 mgd rated capacity. They indicated that other improvements are currently being considered to the "front end" of the treatment process so do not address the biological stage of the process which is the current limitation on the plant's capacity. In reply to Mr. Kelly's question, Vice Chairman Verdonik explained that once the sludge incinerator is offline that the plant's flow will be reduced significantly, possibly on the order of 1 mgd, which would make that capacity available for future use.

3. ADS Contract (Contract No. OM-5)

Mr. Kelly advised that the Authority's contract with ADS Environmental Services for flow monitoring (Contract OM-5) requires an annual authorization for each of the three proposals and also requires 60 days prior notification to ADS on each authorization.

Following discussion Commissioner Lampmann moved approval of the following resolution (**Resolution No. R-13-8-1**):

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter the "Authority") desires to award a contract for permanent metering services in connection with the operation of the Authority's wastewater system; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) provides at N.J.S.A. 40A: 11-5(1)(gg) that a contract for the operation of a component part of a wastewater treatment system can be awarded without competitive bidding; and

WHEREAS, a wastewater treatment system is defined at N.J.S.A. 40A:11-15(19) to include equipment operated in connection with the collection and transmission of wastewater; and

WHEREAS, on October 17, 2012, by Resolution R-12-10-2, the Authority authorized ADS Environmental Services to proceed with the Work set forth by Proposal A for the performance of permanent metering services for the period of December 1, 2012 to November 30, 2013 at a cost of \$35,427.48; and

WHEREAS, the Authority is now in need of flow monitoring services in connection with the measurement, electronic transmission, calculation, analysis, and recording of sewage flows for the following calendar year commencing December 1, 2013 and ending November 30, 2014.

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 14th day of August, 2013, as follows:

1. In October 2012 the Authority awarded a contract to ADS Environmental Services for the performance of comprehensive flow monitoring services in connection with the measurement, electronic transmission, calculation, analysis, and recording of sewage flows as follows:

Permanent Flow Meters

December 1, 2012 to November 30, 2013	\$35,427.48 (Proposal A)
December 1, 2013 to November 30, 2014	\$37,198.56 (Proposal B)
December 1, 2014 to November 30, 2015	\$39,058.44 (Proposal C)

2. The Authority hereby authorizes ADS Environmental Services to proceed with the Work set forth by Proposal B for the performance of permanent metering services for the period of December 1, 2013 to November 30, 2014 at a cost of \$37,198.56.
3. The Authority reserves the right in its discretion to authorize extension of the contract through the adoption of a resolution for the subsequent one year extension for Proposal C. The Authority shall adopt such extension resolution within at least 60 days before the expiration of the applicable annual period. The contract price shall be

that set forth above for the applicable year and the terms and conditions of the contract shall remain the same.

4. The Chairman is authorized and directed to execute the aforesaid agreement on behalf of the Authority.
5. The Secretary 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.

This Resolution is 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 August 14, 2013.

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

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

4. TWA Application and Connection Permits

- 4.1 TWA Application
Paterson Hamburg Turnpike Project
Borough of Riverdale

Mr. Kelly advised that the Borough of Riverdale has not filed its application for the above referenced project inasmuch as currently the Borough's actual flows exceed available reserve capacity in the system.

- 4.2 Non-Residential Connection Application
Shell Gas Station / Car Wash/Curley's Ice Cream
Borough of Riverdale

Referring to his August 8th memorandum, Mr. Kelly reviewed some of the information provided by Ed Hudzina of NJDEP's Enforcement Group regarding a non-residential connection for the existing Shell gas station and car wash as well as the Curley's ice cream property. He explained that the Authority's 30-inch diameter interceptor sewer is actually within

an easement fronting the properties yet the proposed connection would require special construction due to the type of material and depth of the line at that location. He further advised that Mr. Hudzina indicated that there may have been illegal dumping of the car wash discharge and expressed frustration that the Borough of Riverdale and the property owners have not been able to work out a mutually acceptable solution to make connection to the existing sewerage system.

5. **Boonton Avenue Interceptor Project**

5.1 **Status Report**

Mr. Kelly advised that Alaimo is finalizing the "Basis of Design Report" dated July 2013 as discussed at the Board's July 17th meeting.

5.2 **DMC Survey Contract**

Mr. Kelly reported that DMC Survey has been authorized to proceed with the survey activities along Boonton Avenue at Brook Street inasmuch as the survey information currently available there does not cover the area where the Authority's Boonton Avenue Interceptor lines may encroach on private property.

For the record Commissioner Lampmann advised that the Borough of Butler's water main project does not require an easement inasmuch as the new lines will be located outside the right-of-way but within Borough-owned property.

6. **Riverdale Reserve Capacity Allocation Request**

Referring to his August 8th memorandum and his August 13th letter to Chairman Voorman. Mr. Kelly reported that the Borough of Riverdale has requested additional capacity allocation within the PRBRS system by means of transfer from the three Member municipalities if available.

Recounting his discussions with Riverdale Mayor Budenheim. Mr. Kelly advised that the Borough of Riverdale has requested an additional allocation of reserve capacity on the order of 90,000 to 91,000 gpd. Related to that request he reviewed the substance of his letter to Chairman Voorman with preliminary estimates of the reserve capacity that the Borough of Bloomingdale may have available based on information now on file with the Authority including committed flows on previously approved but not yet constructed projects.

On discussing Mr. Kelly's August 13th letter to Bloomingdale. Commissioners Lampmann and Verdonik requested that comparable letters be prepared for Butler and Kinnelon as well. Mr. Kelly advised that he would prepare those letters and file them with the respective towns.

Commissioner Gall expressed a sentiment shared by the rest of the Board essentially that the Authority and the towns themselves should not respond to Riverdale's request until it is formalized in writing. On discussing that point the Board asked Mr. Kelly to prepare a letter to Riverdale advising that the Borough must formally request the additional allocation.

FINANCIAL REPORT

1. Treasurer's Report

1.1 Treasurer's Report for Period Ending June 30, 2013

Vice Chairman Verdonik moved acceptance of the Treasurer's Report for the period ending June 30, 2013. Commissioner Howard seconded that motion which passed unanimously upon the following roll call vote:

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

2. Annual Budget: FY 2013 (Second Amendment)

Mr. Kelly explained the guidance provided by the Division of Local Government Services on the Authority's refund of \$200,000 to the four municipalities earlier this year. He said, in a conference with Division Director Jerry Seneski as well as Melissa Ford, that he was advised that technically the Authority may not have statutory authorization to directly refund monies to the towns. Mr. Kelly said he was quite direct in explaining to Division officials that the Authority authorized the refund and actually made the disbursements via checks issued to each town. He noted as well that the refund did not have prior DLGS approval.

Explaining further Mr. Kelly said that Mr. Seneski suggested a procedure to amend the budget essentially by reducing the rates to the municipalities and applying \$200,000 of unrestricted net assets or surplus as revenues to make up that difference.

In order to re-file the Second Amendment with the Division of Local Government Services, Mr. Kelly requested approval of two resolutions - Resolution No. R-13-8-2 which summarizes the line item changes in the currently approved budget

(approved by the Division Director on April 10, 2013) to that as now proposed. The second resolution - Resolution No. R-13-8-2A along with supporting documentation - is in the DLGS standard format.

Following further discussion Treasurer Lampmanr moved approval of the following resolution (**Resolution No. R-13-8-2**):

**BUDGET AMENDMENT RESOLUTION
 (Second Amendment)**

Pequannock River Basin Regional Sewerage Authority

WHEREAS, the **Pequannock River Basin Regional Sewerage Authority** approved the 2012 (FY 2013) Authority Budget on August 15, 2012; and

WHEREAS, the **Pequannock River Basin Regional Sewerage Authority** amended the approved Authority Budget by Resolution No. R-12-10-1A on October 17, 2012; and

WHEREAS, the **State of New Jersey, Department of Community Affairs, Division of Local Government Services** certified the Amended Budget on April 10, 2013; and

WHEREAS, by Resolution No. R-13-4-1 on April 17, 2013, the Authority approved a second amendment to the 2012 (FY 2013) Authority Budget as filed with the Division of Local Government Services on April 23, 2013 to apply \$200,000 of Unrestricted Net Assets as Revenues to refund said amount by direct disbursement to the four Municipalities; and

WHEREAS, the **Pequannock River Basin Regional Sewerage Authority** finds it necessary to amend and supplement the 2012 (FY 2013) Authority Budget submittal of April 23, 2013 herein above referenced as follows on April 10, 2013 for certification by the Director of the Division of Local Government Services as follows

	<u>From</u>	<u>To</u>	<u>Reference</u>
<u>Budget Message 2012 (FY 2013)</u>			
Item No. 1	See Attached		Page 3 (Rev. 8/14/13)
Item No. 2	See Attached		Page 3 (Rev. 8/14/13)

ANTICIPATED REVENUES

Operating Revenues

Service Charges	\$5,010,000	\$4,810,000	Page 4, A-1
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Total Operating Revenues	\$5,010,000	\$4,810,000	Page 4, R-1
Total Anticipated Revenues	\$5,655,000	\$5,455,000	Page 4, B-1

BUDGET AMENDMENT RESOLUTION (Second Amendment)

	<u>From</u>	<u>To</u>	<u>Reference</u>
<u>BUDGETED APPROPRIATIONS</u>			
Total Operating & Non-Operating Appropriations & Accumulated Deficit	\$5,655,000	\$5,655,000	Page 6, B-5
Unrestricted Net Assets Utilized		\$ 200,000	Page 6, R-3a
Less: Total Unrestricted Net Assets Utilized		\$ 200,000	Page 6, R-3
Net Total Appropriations	\$5,655,000	\$5,455,000	Page 6, B-6
<u>2012 Adopted Budget Resolution (FY 2013)</u>	See Attached	(Reso ution No. R-13-8-2A)	Page 8

SUPPLEMENTAL SCHEDULES

Operating Revenues

Service Charges

Intergovernmental	\$5,010,000	\$4,810,000	Page SS-1
Total Service Charges	\$5,010,000	\$4,810,000	Page SS-1, A-1

Page SS-9

Est. Net Income or (Loss) on current year's Results of Operations	\$ 240,000	\$ 240,000	(1)(a)
Adjustments:			
Other: Refund of Surplus to Towns	\$ 0	(\$200,000)	(1)(b)
Subtotal – Adjustments	\$ 240,000	\$ 40,000	(2)
Add Lines 1 and 2	\$1,238,474	\$1,038,474	(3)

Unrestricted Net Assets Available for Use in Proposed Budget	\$1,238,474	\$1,038,474	(7)
Total Unrestricted/Undesignated Net Assets	\$ 913,474	\$ 713,474	(13)

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the **Pequannock River Basin Regional Sewerage Authority** that the 2012 (FY 2013) Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED, that the Board's secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for certification of approval as part of the Authority's 2012 (FY 2013) budget.

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

In order to approve the standard DLGS resolution on the Second Amendment, Commissioner Lampmann moved to approval of the following resolution (**Resolution No. R-13-8-2A**):

2012 ADOPTED BUDGET RESOLUTION (PRBRSA FY 2013)

Pequannock River Basin Regional Sewerage Authority (Name)

FISCAL YEAR: FROM November 1, 2012 TO October 31, 2013

WHEREAS, the Annual Budget and Capital Budget Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1, 2012, and ending, October 31, 2013 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 17, 2012; 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 amendments as set forth by Resolution No. R-12-10-1 as adopted by the Pequannock River Basin Regional Sewerage Authority at its open public meeting on October 17, 2012, and certified by the Director of the Division of

Meeting Minutes
August 14, 2013 Regular Meeting

| 11

Local Government Services on April 10, 2013 and as amended by the Pequannock River Basin Regional Sewerage Authority by Resolution No. R-13-4-1 and Resolution No. R-13-8-2 at its open public meetings on April 17, 2013 and August 4, 2013; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$5,455,000 Total Appropriations, including any Accumulated Deficit, if any, of \$5,655,000 and Total Unrestricted Net Assets utilized of \$200,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,500,000 and Total Unrestricted Net Assets planned to be utilized of \$325,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Pequannock River Basin Regional Sewerage Authority, at an open public meeting held on August 14, 2013 that the Annual Budget and Capital Budget Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2012 and ending, October 31, 2013 is hereby amended and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget as amended and Capital Budget Program reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including amendments as set forth by Resolution No. R-12-10-1 as adopted by the Pequannock River Basin Regional Sewerage Authority at its open public meeting and as certified by the Director of the Division of Local Government Services on April 10, 2013 and as amended by the Pequannock River Basin Regional Sewerage Authority by Resolution No. R-13-4-1 and Resolution No. R-13-8-2 at its open public meetings on April 17, 2013 and August 14, 2013 is hereby submitted for certification of approval by the Director of the Division of Local Government Services.

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

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

3. Rate Stabilization Analysis

Referring to his August 7th and August 13th letters transmitting the Rate Stabilization Analysis extending through fiscal year 2023, Mr. Kelly reviewed several key aspects. He advised the analysis was prepared in two ways - first by reducing the rates going forward based upon projected Appropriations and, secondly, at Chairman Voorman's request, with rates based on a 2% increase annually from FY 2014 through FY 2023.

Referring to the first analysis, Mr. Kelly said that the rates would theoretically decline in future years by more than \$1,000,000 even with the projected 2% increase in administrative and operation and maintenance charges for both Pequannock River Basin and Two Bridges. That reduction he explained occurs because the debt service for both PRBRSA and TBSA declines at a greater rate

beginning in FY 2016 and beyond. He noted that the overall decline in Appropriations occurs simultaneously with a major reduction in Revenues, namely, the \$613,923 TBSA debt service credit which will be reduced to zero by FY 2016.

Regarding the second analysis with a 2% rate increase annually through 2023, Mr. Kelly noted that those calculations are purely theoretical inasmuch as rate increases at that level, based on the expenses now known, would produce an unrealistic budget surplus at the end of the analysis period, a surplus estimated in excess of \$10,000,000 in FY 2023.

4. Annual Budget: FY 2014

Referring to his August 13th letter transmitting the proposed FY 2014 Annual Budget along with a two-page summary, Mr. Kelly reviewed several aspects of the budget, most notably, that Total Revenues and Appropriations increased by \$105,000 or 1.9%. At the same time he explained that the rates, as discussed at the July 17th meeting, have been reduced from a 2.8% increase to a 2.0% increase or \$100,000 over the prior year. Mr. Kelly explained that that increase percentage is based on the Authority's budget without regard to the \$200,000 refund to the towns.

Following discussion Treasurer Lampmann moved approval of the Annual Budget for FY 2014 by the following resolution (**Resolution No. R-13-8-3**):

2013 Authority Budget Resolution (PRBRSA FY 2014)

Pequannock River Basin Regional Sewerage Authority

(Name)

FISCAL YEAR: FROM November 1, 2013 TO October 31, 2014

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• WHEREAS, the Annual Budget and Capital Budget for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2012 and ending, October 31, 2013 has been presented before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of August 14, 2013; and

•
• WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$5,760,000, Total Appropriations, including any Accumulated Deficit if any, of \$5,760,000 and Total Unrestricted Net Assets utilized of \$0; and

•
• WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,500,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof of \$325,000; and

•
• WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

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Meeting Minutes

August 14, 2013 Regular Meeting

| 13

- WHEREAS, the Capital Budget Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere: by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

- NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pequannock River Basin Regional Sewerage Authority, at an open public meeting held on August 14, 2013 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2013 and ending, October 31, 2014 is hereby approved; and

- BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

- BE IT FURTHER RESOLVED, that the governing body of the Pequannock River Basin Regional Sewerage Authority will consider the Annual Budget and Capital Budget Program for adoption on October 16, 2013.

Commissioner Gall seconded the motion which passed unanimously.

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

NAYS : None

ABSENT : None

ABSTAIN : None

UNFINISHED BUSINESS

1. Intermedia Email

Chairman Voorman raised the topic of the PRBRSA email changeover and the need to modify passwords. On discussing that Commissioner Howard questioned if the need to use his personal email in order to reset the PRBRSA password to access the Intermedia email would theoretically trigger access to his personal email via the discovery process in the event of litigation. Commenting on that legal question, Mr. Brewer indicated that a non-substantive type of use as Commissioner Howard described would not trigger access to a Board Member's personal email.

PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 316 (August 2013)

Vice Chairman Verdonik moved approval of the bills as presented on Operating Request for Payment No. 316.

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 316

The following bills have been reviewed and are recommended for approval for payment at the **August 14, 2013** 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)	33.01	OP-13-8-1	9/12/2012	\$ 2,425.00	Borough of Butler
2)	24.05	OP-13-8-2	3/17/2012	\$ 250.00	Borough of Butler
3)	22.01	OP-13-8-3	8/6/2013	\$ 2,881.50	Maraziti, Falcon & Healey
4)	22.03	OP-13-8-4	8/7/2013	\$ 10,400.00	Kelly Engineering
5)	24.07	OP-13-8-5	8/6/2013	\$ 204.80	Kelly Engineering
6)	24.07	OP-13-8-6	8/8/2013	\$ 1,994.30	Kelly Engineering
7)	32.02	OP-13-8-7	8/1/2013	\$ 17.96	Borough of Butler -Electric
8)	33.03	OP-13-8-8	8/19/2013	\$ 30.41	Verizon
9)	33.03	OP-13-8-9	8/22/2013	\$ 34.19	Verizon
10)	33.03	OP-13-8-10	8/22/2013	\$ 34.19	Verizon
11)	33.03	OP-13-8-11	08/23/13	\$ 3.25	JCP&L
12)	33.01	OP-13-8-12	7/16/2013	\$ 2,952.29	ADS LLC
13)	26.04	OP-13-8-13	9/1/2013	\$ 2,317.50	US Bank
			SUBTOTAL:	<u>\$ 23,545.39</u>	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

1. Construction Fund Disbursements

1.1 Construction Disbursement Request No. C-13-3

Treasurer Lampmann moved approval of the bills as presented on Construction Fund Disbursement Request No. C-13-3.

CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-3

In accordance with Section 513(B) of the Resolution adopted by the Authority on July 15, 1986, as amended and supplemented, and entitled "Resolution Providing for the Issuance of Bonds of the Pequannock River Basin Regional Sewerage Authority and for the Rights of the Holders Thereof, and Authorizing \$20,000,000 Principal Amount Thereof" (the "Resolution"), you are hereby instructed to make the following disbursements from the Construction Fund (Account #2576006501) as authorized by the Authority at a meeting on **August 14, 2013**:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120322C3	C-13-1-8-1	5/9/13	\$ 1,830.40	Kelly Engineering
2)	120322C3	C-13-1-8-2	5/16/13	\$ 3,381.95	Kelly Engineering
3)	120322C6.1	C-13-1-8-3	8/7/13	\$ 9,850.00	Alaimo Group
TOTAL DISBURSEMENTS				<u>\$15,062.35</u>	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

OPEN MEETING FOR PUBLIC COMMENT

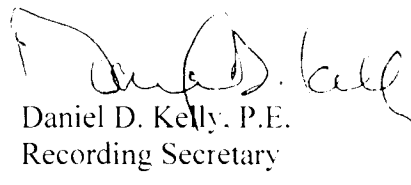
There being no members of the public present, Chairman Voorman dispensed with the public participation portion of the meeting.

ADJOURNMENT

Commissioner Lampmann moved for adjournment at approximately 8:15 pm. That motion was seconded by Commissioner Gall and was approved unanimously on voice vote.

At approximately 8:15 pm, the meeting was adjourned.

Respectfully submitted,



Daniel D. Kelly, P.E.
Recording Secretary

Enclosures: Treasurer's Report for the period ending July 31, 2013