

## MEETING MINUTES

### PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**December 2, 2015**

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on December 2, 2015 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, Lampmann, Metcalfe and Verdonik

**ABSENT** : Commissioner Howard

**ALSO PRESENT** : Christopher H. Falcon, Esq., Maraziti Falcon LLP; 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 – October 21, 2015**

Vice Chairman Verdonik moved acceptance of the minutes of the Authority's October 21, 2015 regular meeting. That motion was seconded by Commissioner Lampmann and passed unanimously on the following roll call vote:

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

**NAYS** : None

**ABSENT** : Commissioners Howard

**ABSTAIN** : None

**2. Meeting Minutes: Closed Executive Session – September 16, 2015**

Vice Chairman Verdonik moved adoption of the September 16, 2015 Closed Executive Session Meeting Minutes. That motion was seconded by Commissioner Lumpmann and approved on the following roll call vote:

**AYES** : Chairman Voorman, Commissioners Lumpmann, Metcalfe and Verdonik

**NAYS** : None

**ABSENT** : Commissioners Howard

**ABSTAIN** : Commissioner Gall

**OPERATIONAL REPORT**

**1. System Operations**

**1.1 Flow Report**

Mr. Kelly presented the Flow Report dated November 16, 2015 for the period ending October 31, 2015. He noted that as in the last few years the flows for the current year are extremely low at 1.619 mgd. He explained that following review there may be adjustments to the flows as recorded by the ADS flow monitors which analysis he said is currently underway. Based on that analysis he indicated that the FY 2015 Annual Charges will be adjusted to reflect the actual flows over the past year.

The following supplemental reports were distributed for the October 2015 period for the Board's information and review:

- Daily Flow Summary for October 2015
- Daily Flow Hydrograph for October 2015
- Daily Flow Hydrograph Comparing Meters P-4 and TBSA Meter M-15 for October 2015
- TBSA Budgeted vs. Actual Flow for October 2015

## **1.2 TBSA Actual vs. Budgeted Flow Analysis**

Mr. Kelly presented his November 12, 2015 memorandum summarizing the flows budgeted by TBSA from the beginning of FY 2015 versus the actual flows on a year-to-date basis through October 21<sup>st</sup>. He advised that the PRBRSA actual flows are lower than those projected going into TBSA's budget year yet, due to the 1.85 mgd minimum contractual flow, the adjusted actual flow is substantially higher, 5.18 mgd versus the actual flow of 4.97 mgd. Accordingly, he said that the year-end adjustment will be significant, estimated at 3.03% higher than TBSA's User Charge billings at the beginning of the year.

## **2. TBSA Activities**

### **2.1 Status Update**

Vice Chairman Verdonik advised that TBSA's construction projects are moving ahead yet progress is somewhat slow.

Chairman Voorman and Vice Chairman Verdonik reported on the projected year-end User Charges for PRBRSA and the other Participants. Chairman Voorman advised that based on TBSA's final flows the TBSA User Charge adjustment for Pequannock River Basin will approximate \$230,000. He said based on TBSA's projections of potential application of surplus that amount may be reduced.

On discussion Chairman Voorman said that he and Vice Chairman Verdonik will probably recommend that the Two Bridges Board consider application of \$250,000 of retained earnings and, if the Two Bridges Board concurs, that the net adjustment would approximate \$130,000. Mr. Kelly noted that the increase would be attributable to fiscal year 2015 as an accrual adjustment for accounts payable.

## **3. Passaic County Milling/Paving Project**

Commissioner Lampmann and Chairman Voorman reported that Passaic County did not extend the paving work much beyond the original limits of the job. Accordingly, Mr. Kelly said that some or all of the eight additional manhole frames and covers were probably not utilized. He mentioned that he has had some communications with the County to determine the status of those castings which were ordered at the County's request in anticipation that they would be utilized on the east end of the job up to Main Street.

**4. TWA Applications and Connection Permits**

**4.1 Non-Residential Connection  
Quick Chek (Southbound)  
Borough of Butler**

Mr. Kelly reported that he calculated and forwarded to the Quick Chek Corporation the information required to file a Non-Residential Connection application including the application fee noting that no filing has been made to date.

**4.2 Non-Residential Connection  
McDonald's  
Borough of Butler**

Commissioner Lampmann advised that McDonalds has been notified of the need to file a Non-Residential Connection application with PRBRSA even though that project is presently in operation.

**4.3 TWA Application  
Phase 1 Sewer Extension Project  
Borough of Riverdale**

Mr. Kelly reported that the Authority received an application package which on investigation through the design engineer was returned to the Borough of Riverdale for processing. He noted that the package pertained to the Borough's Phase 1 sewer extension project yet that application could not be processed until such time as the additional capacity is transferred from Bloomingdale and Kinnelon to Riverdale. He noted that the Trigger Date for that transfer is Monday, December 7<sup>th</sup>.

**5. Boonton Avenue Interceptor Project**

**5.1 Status Report**

Based on information provided by Suburban Consulting Engineers, Mr. Kelly reported on the following project status:

**5.1.1 Contract No. I-4A: Hutton Construction**

Mr. Kelly advised that all work under Contract No. I-4A has been completed except the final paving and striping which is expected to be completed next spring.

In terms of the extra cost on the project, Mr. Kelly further reported that in addition to the contract modifications previously approved for soils contamination at Brook Street and High Street as well as additional costs

for uncharted utilities at High Street, Hutton has included in its Payment Application No. 3 the total tonnage of contaminated soils removed and disposed via its subcontract with Clean Earth. Continuing, Mr. Kelly explained that the first two contract modifications estimated the tonnage of spoil materials to be removed and disposed yet the actual quantities were substantially higher resulting in an additional cost of \$27,118.37. Specifically, Contract Modification No. A-1a includes an additional 314.6 tons of spoil material, at a total cost of \$16,164.15 for work at Brook Street. The corresponding increase under Contract Modification No. A-2a is 213.2 tons at a cost of \$10,954.22.

Explaining further, Mr. Kelly said the original contract modifications delineated the unit price but were subject to payment of actual tonnage removed and disposed.

Following discussion, Commissioner Lampmann moved approval of the following resolution (**Resolution No. R-15-12-1**):

**RESOLUTION TO AUTHORIZE CHANGE ORDERS NO. A-1a AND NO. A-2a TO CONTRACT WITH HUTTON CONSTRUCTION, LLC**

**WHEREAS**, the Authority is in receipt of a December 2, 2015 Request for Change Orders filed by Daniel D. Kelly, P.E., the Authority Consulting Engineer, recommending approval of Change Orders No. A-1a and No. A-2a for the following:

Change Order No. A-1a in the amount of \$16,164.15 is for the cost of soil disposal and related work, beyond that previously authorized, due to contamination detected at Brook Street in Butler, New Jersey; and

Change Order No. A-2a in the amount of \$10,954.22 is for the cost of soil disposal and related work, beyond that previously authorized, due to contamination detected at High Street in Butler, New Jersey; and

The total cost associated with the above Change Orders is \$27,118.37; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and the State of New Jersey on this 2nd day of December, 2015 as follows:

1. The Authority hereby approves Change Order No. A-1a to the Agreement as described in the Request for Change Order filed by Daniel D. Kelly, P.E., in the amount of \$16,164.15.

2. The Authority hereby approves Change Order No. A-2a to the Agreement as described in the Request for Change Order filed by Daniel D. Kelly, P.E., in the amount of \$10,954.22.

3. The Chairman is authorized and directed to sign Change Orders to the Contract in the foregoing amounts in a form recommended by the Consulting Engineer and approved by the Authority Attorney.

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

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

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

**NAYS** : None

**ABSENT** : Commissioners Howard

**ABSTAIN** : None

Mr. Kelly said that these costs are included on the contractor's Payment Application No. 3 to be considered for payment later in the meeting.

In addition to the extra costs for the hauling and disposal of contaminated soils, Mr. Kelly advised that the contractor utilized substantially greater quantities of select fill than what was estimated in the bid on the contract. Specifically, 300 tons were estimated whereas more than 600 tons were actually utilized. He noted as well that the minimum bid price was set at \$25/ton whereas Hutton bid that line item at \$91/ton. In all Mr. Kelly said the increase is approximately \$28,000 over and above the bid amount of that particular line item. He said he has asked counsel to review the possibility if not the requirement that with an overage of this magnitude the unit price can be renegotiated with the contractor. Lastly, he explained that the present Payment Application No. 3 does not include any select fill payment beyond the original 300 tons bid.

### **5.1.2 Contract No. I-4B: Arold Construction**

Mr. Kelly said that Arold Construction is completing the manhole lining, service lateral lining and repairing benches in several manholes which work is expected to be completed this week. At the same time, he reported that Suburban is reviewing the videotapes of all work completed to date to develop a punch list of all clean up items remaining to be completed. Depending upon the work remaining, once that review is completed, the contractor has projected final completion by December 14<sup>th</sup>.

To date Mr. Kelly advised that there have been no claims made or change orders requested or approved on Contract No. I-4B. However, he noted that Suburban has advised of an overrun on the police traffic control line item which was bid at an \$80,000 allowance but is now estimated to overrun that by some \$40,000.

One of the issues that must be addressed on Contract No. I-4B is the fact that the contract will have extended approximately 120 days beyond the original 120 day contract term. Discussions centered on the reasons that the work has extended that far. Mr. Kelly said that that will be sorted out as part of the project close-out along with related responsibilities for costs.

The Board considered the responsibilities of all parties for the delays and additional costs incurred on the project. Mr. Kelly indicated that those issues will be sorted out as a part of the contract close-out process.

### **5.1.3 Suburban Consulting Engineer's Contract**

Mr. Kelly said that Suburban has requested an increase for additional out-of-pocket expenses incurred in connection with the soils contamination issue resulting in an increase in the original authorization under Change Order No. 7 to SCE's contract. He explained that the expenses include two additional months of rental of the PID meter plus laboratory analysis of groundwater, both of which were necessary for the project. Accordingly, he said he recommends approval of Suburban's request for reimbursement of actual costs with no markup.

Following discussion Commissioner Lampmann moved approval of the following resolution (**Resolution No. R-15-12-2**):

**RESOLUTION TO AUTHORIZE CHANGE ORDER NO. 7a  
FOR AGREEMENT WITH SUBURBAN CONSULTING  
ENGINEERS, INC.**

**WHEREAS**, the Authority is in receipt of a December 2, 2015 Request for Change Order filed by Daniel D. Kelly, P.E., the Authority Consulting Engineer, recommending approval of Change Order No. 7a for the following:

Change Order No. 7a in the amount of \$2,400.00 for additional Engineering and Licensed Site Remediation Professional Services for environmental monitoring and report preparation related to soils contamination and the revision of reimbursable expenses approved as part of Change Order No.7; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and the State of New Jersey on this 2nd day of December, 2015 as follows:

1. The Authority hereby approves Change Order No. 7a to the Agreement as described in the Request for Change Order filed by Daniel D. Kelly, P.E., in the total amount of \$2,400.00.
2. The Chairman is authorized and directed to sign said Change Order to the Agreement in the foregoing amount.
3. This Resolution shall take effect as provided by law.

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

<b>AYES</b>	:	Chairman Voorman, Commissioners Call, Lampmann, Metcalfé and Verdonik
<b>NAYS</b>	:	None
<b>ABSENT</b>	:	Commissioners Howard
<b>ABSTAIN</b>	:	None



In the course of discussing the status on both construction contracts the Board raised a number of questions on the engineer's responsibility throughout the project, both in terms of construction administration and onsite inspection services. Following discussion on those questions the Board requested that a representative of Suburban be present to go over those matters at the Board's January meeting.

In response to Commissioner Metcalfe's question Mr. Kelly advised that the total construction costs bid for both contracts approximates \$1,200,000. Current projections indicate that the total cost overrun for both contracts in combination will be approximately 9%. He estimated that the majority of those costs pertain to the unanticipated contaminated soil conditions encountered at Brook Street and High Street. Consequently, on balance, if the costs overruns are on the order of 9% and if most of that cost pertains to the unforeseen conditions then on balance the final construction costs would generally be in line with industry standards. Notwithstanding that he agreed that responsibilities for delays and cost overruns must be addressed.

Mr. Kelly reviewed his three cost tables summarizing the current and projected construction cost status and projection to completion as well as the projected adequacy of the NJEIT Loan balances.

## **5.2 NYS&W Railroad Crossing**

Commissioner Metcalfe inquired as to the status of the crossing of the New York, Susquehanna and Western Railroad within Park Place, Butler. Mr. Kelly indicated that Hatch Mott MacDonald has offered to arrange a meeting with HMM's tunneling group to go over issues technical issues including geotechnical and utility constraints to determine if there may be more feasible means to cross the railroad. Mr. Kelly said the objective would be to minimize the risk of the crossing given the difficult geotechnical conditions in particular and to simultaneously limit the cost well below the almost \$700,000 projected for the tunneling work.

## **6. ADS Contract No. OM-5**

For the record Mr. Kelly advised that ADS installed the new Triton meters in October which have been running in parallel with the older Quadascan meters. He said that data for both sets of meters should be available for the month of November by mid-December.

On discussion Commissioner Lampmann requested a comparison of the raw data, that is the data prior to any editing, for both sets of flow monitors. Mr. Kelly advised that he would provide that comparison as soon as it is available.

## **FINANCIAL REPORT**

### **1. Treasurer's Report**

#### **1.1 October 31, 2015 Treasurer's Report**

Treasurer Lampmann presented the Treasurer's Report for the period ending October 31, 2015 and moved its acceptance. Commissioner Gall seconded the motion which passed unanimously upon the following roll call vote:

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

**NAYS** : None

**ABSENT** : Commissioner Howard

**ABSTAIN** : None

### **2. Annual Budget: FY 2016**

Mr. Kelly reported that the State Division of Local Government Services advised that the Divisions prior approval of the Authority's approved budget is sufficient to operate under the FY 2016 adopted budget. He said apparently the Division is understaffed so final approvals are lagging such that DLGS sign-off may not be received for some time.

### **3. Audit FY 2015**

Mr. Kelly advised that the FY 2015 field audit process is currently underway. He mentioned that this year for the first time the Authority is subject to the single audit provisions in accordance with its Loan Agreements with the Trust and the State of New Jersey. Accordingly, he said the auditor has been authorized to prepare those additional reports for compliance purposes.

### **4. Rate Stabilization Analysis**

Concerning the Rate Stabilization Analysis projections of future Revenues, Appropriations and Annual Charges through FY 2024, Mr. Kelly said, based on the most probable escalation and costs, that rates should be relatively stable throughout the next 7 or 8 years, possibly even declining. He noted also, that at the end of the projection period the Authority will have accrued, based on his analysis on Table 2B, an additional \$3,750,000 in the Capital Reserve Fund. He noted, however, that the projections can change and in large measure are subject

to the Board's annual budgetary determinations as well as service contract charges from the Two Bridges Sewerage Authority including any increases that may result from TBSA's Capital Improvement Program.

## **UNFINISHED BUSINESS**

### **1. Riverdale Capacity Transfer**

Mr. Falcon advised that he received word from Riverdale special counsel that all transactions have been completed. He said he has requested copies of the executed contracts, namely, the 2015 Five Party Agreement and the 2015 Amendment to the 1987 Riverdale Service Contract. He mentioned that Riverdale's counsel further advised that the December 7<sup>th</sup> Trigger Date should work for Riverdale.

Similarly, Mr. Kelly reported that Mayor Budesheim advised that the December 7<sup>th</sup> Trigger Date should not be a problem meaning that the funds would be transferred to the Authority by Monday, December 7<sup>th</sup>, which funds would be transferred to Bloomingdale and to Kinnelon within three days thereafter.

### **2. Contingency Operating Plan**

Chairman Voorman advised that he expects that this matter will be considered by the Two Bridges Board following the New Year.

## **NEW BUSINESS**

### **1. AEA Recommended Code of Ethics**

Mr. Falcon distributed a draft of a recommended Code of Ethics prepared by the newly formed Ethics Committee of the Association of Environmental Authorities. He said that AEA is proceeding on a three phase basis and will ask its membership to consider adoption of the Ethics Code or something comparable to it to emphasize the importance of maintaining ethical business practices by Authorities state-wide.

### **2. Senate Bill S-72**

Chairman Voorman inquired as to the status of Senate Bill S-72 that proposes to cap regional Authority budgets and rates at 2%. Mr. Kelly advised that AEA has been successful in lobbying the Senate Appropriations Committee which will consider amendments to the bill that have been recommended by AEA and its membership. He said the bill has been pulled pending further review.

**PAYMENT OF BILLS**

**1. Operating Budget**

**1.1 Operating Request for Payment No. 345**

Treasurer Lampmann presented and moved approval of Operating Request for Payment No. 345 as follows:

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

**Operating Request for Payment No. 345**

The following bills have been reviewed and are recommended for approval for payment at the **December 2, 2015** meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

	<b><u>PRBRSA</u></b>	<b><u>VOUCHER</u></b>	<b><u>VOUCHER</u></b>	<b><u>PAYMENT</u></b>	
	<b><u>ACCT. NO.</u></b>	<b><u>NO.</u></b>	<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>	<b><u>CHECK PAYABLE TO</u></b>
1	33.01	OP-15-12-1	10/2/2014	\$ 2,535.00	Borough of Butler
2	24.05	OP-15-12-2	3/31/2014	\$ 250.00	Borough of Butler
3	24.07	OP-15-12-3	11/5/2015	\$ 131.89	Kelly Engineering
4	22.03	OP-15-12-4	11/5/2015	\$ 10,400.00	Kelly Engineering
5	32.02	OP-15-12-5	11/5/2015	\$ 9,373.83	Kelly Engineering
6	22.01	OP-15-12-6	10/7/2015	\$ 7,814.42	Maraziti Falcon LLP
7	33.16	OP-15-12-7	10/19/2015	\$ 3,254.87	ADS LLC
8	33.16	OP-15-12-8	11/11/2015	\$ 3,254.87	ADS LLC
9	24.07	OP-15-12-9	11/1/2015	\$475.79	North Jersey Media Group
10	33.03	OP-15-12-10	11/5/2015	\$ 17.96	Borough of Butler -Electric
11	33.03	OP-15-12-11	10/28/2015	\$ 34.36	Verizon
12	33.03	OP-15-12-12	10/23/2015	\$ 30.67	Verizon
13	33.03	OP-15-12-13	11/4/2015	\$ 34.41	Verizon
14	33.03	OP-15-12-14	11/10/2015	\$ 2.81	JCP&L
15	33.03	OP-15-12-15	10/28/2015	\$ 34.36	Verizon

**TOTAL:    \$ 37,645.24**

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

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

**2. Construction Fund Disbursements**

**2.1 Construction Disbursement Requisition No. C-13-30**

Treasurer Lampmann presented and moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-13-30 as follows:

**CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-30**

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 **December 2, 2015:**

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120322C2	C-13-30-12-1	11/5/15	\$ 4,889.62	Kelly Engineering
2)	120322C1	C-13-30-12-2	11/9/15	\$ 481.00	Marazi & Falcon LLP
3)	120322C6.1	C-13-30-12-3	11/17/15	\$ 3,310.00	Suburban Consulting Engineers
4)	120322C6.1	C-13-30-12-4	11/17/15	\$ 7,273.75	Suburban Consulting Engineers
5)	120322C6.1	C-13-30-12-5	11/17/15	\$ 15,970.00	Suburban Consulting Engineers
6)	120322C6.1	C-13-30-12-6	10/19/15	\$ 14,391.25	Suburban Consulting Engineers
7)	120322C6.1	C-13-30-12-7	11/19/15	\$ 13,308.38	Suburban Consulting Engineers
<b>TOTAL DISBURSEMENTS</b>				<b><u>\$ 59,624.00</u></b>	

**UNLESS OTHERWISE DIRECTED, ALL CHECKS SHALL BE MAILED DIRECTLY TO THE CLAIMANT AT THE ADDRESS INDICATED ON THE VOUCHER FORM.**

In compliance with Section 513, Subsection (B) of the Resolution, all disbursement requests listed above are supported by copies of the enclosed voucher forms, each of which has been signed by two Authority Officers and me certifying that such disbursement is necessary to pay part of such cost of the Project.

As required by Section 513(B) of the Resolution, any disbursements for the purpose of paying the purchase price or cost of any lands, easements, rights or interest in or relating to lands

or paying the cost or expense of work, materials, supplies or equipment . . . will be accompanied by a Consulting Engineer's Certificate as required by Section 513(B) of the Resolution. The supporting Consulting Engineer's Certificate is attached.

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

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

**2.2 Construction Disbursement Requisition No. C-13-31**

Treasurer Lampmann presented and Vice Chairman Verdonik moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-13-31 as follows:

**CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-31**

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 **December 2, 2015:**

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
4)	120322C6.1	C-13-31-12-1	11/24/15	\$262,758.64	Hutton Construction
<b>TOTAL DISBURSEMENTS</b>				<b><u>\$262,758.64</u></b>	

**UNLESS OTHERWISE DIRECTED, ALL CHECKS SHALL BE MAILED DIRECTLY TO THE CLAIMANT AT THE ADDRESS INDICATED ON THE VOUCHER FORM.**

In compliance with Section 513, Subsection (B) of the Resolution, all disbursement requests listed above are supported by copies of the enclosed voucher forms, each of which has been signed by two Authority Officers and me certifying that such disbursement is necessary to pay part of such cost of the Project.

As required by Section 513(B) of the Resolution, any disbursements for "... the purpose of paying the purchase price or cost of any lands, easements, rights or interest in or relating to lands or paying the cost or expense of work, materials, supplies or equipment ...", will be accompanied by a Consulting Engineer's Certificate as required by Section 513(B) of the Resolution. The supporting Consulting Engineer's Certificate is attached.

Upon payment of the above vouchers, please forward to the undersigned a statement of the balance in the **2013 Project** account.

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

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

**NAYS** : None

**ABSENT** : Commissioner Howard

**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**

At approximately 8:55 pm, Commissioner Gall moved for adjournment. Vice Chairman Verdonik seconded the motion which was approved unanimously on voice vote.

At approximately 8:55 pm, the meeting was adjourned.

Respectfully submitted,

  
Daniel D. Kelly, P.E.  
Recording Secretary

Enclosures: Treasurer's Report for the period ending November 30, 2015