

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

October 21, 2015

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on October 21, 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 Howard, Lampmann, Metcalfe and Verdonik

ABSENT : Commissioner Gall

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 – September 16, 2015**

Commissioner Metcalfe moved acceptance of the minutes of the Authority's September 16, 2015 regular meeting. That motion was seconded by Vice Chairman Verdonik and passed upon the following roll call vote:

AYES : Chairman Voorman, Commissioners Lampmann, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioners Gall

ABSTAIN : Commissioner Howard

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

Revised minutes of the Closed Executive Session convened during the regular meeting of September 16, 2015 were distributed to presented in the Board meeting file folders.

OPERATIONAL REPORT

1. **System Operations**

1.1 **Flow Report**

Mr. Kelly presented the Flow Report dated October 16, 2015 for the period ending September 30, 2015.

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

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

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

Mr. Kelly also presented his October 14, 2015 memorandum summarizing the flows budgeted by TBSA going into FY 2015 versus actual flows on a year-to-date basis. He explained that the PRBRSA flows are higher than those projected going into TBSA's budget year primarily due to the 1.85 minimum contractual flow.

Based on information provided by Chairman Voorman, Mr. Kelly said that TBSA estimates that at current flow levels Pequannock River Basin will owe Two Bridges approximately \$185,000 at the end of the year. Further projections indicate that if TBSA applies \$500,000 of unrestricted/unreserved net assets that the Authority would owe approximately \$5,000. At a \$300,000 contribution the net payment due TBSA from PRBRSA would approximate \$75,000.

Chairman Voorman said that the Two Bridges Board has yet to act upon application of surplus yet indicated that in his estimate the surplus applied will be less than \$500,000. He noted that the other three TBSA Participants will receive refunds so only PRBRSA will be assessed the additional charges.

2. **TBSA Activities**

2.1 **Status Update**

Vice Chairman Verdonik advised that TBSA's wastewater treatment plant upgrade project continues to experience delays but further indicated that staff and consultants have been working with the contractor to bring the project back on schedule.

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

Mr. Kelly advised that Passaic County extended its paving project and requested an additional 8 manhole frames and covers to replace the existing units in those areas. Accordingly he said the covers were ordered from Campbell Foundry and requested authorization for the additional expenditure of \$2,872.

In order to approve the Campbell Foundry purchase, Commissioner Metcalfe moved adoption of the following resolution (**Resolution No. R-15-10-3**):

**RESOLUTION TO AUTHORIZE PAYMENT FOR PURCHASE OF
MANHOLE FRAMES AND COVERS PURSUANT TO LOCAL PUBLIC
CONTRACTS LAW FROM THE CAMPBELL FOUNDRY COMPANY**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "the Authority") desires to acquire certain manhole frames and covers in connection with the further extension of a paving project being undertaken by the County of Passaic in the Borough of Bloomingdale; and

WHEREAS, the Authority received a proposal from Campbell Foundry Company for 8 manhole frames and covers at a cost of \$2,782.00; and

WHEREAS, the foregoing purchase is below the bid threshold; and

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 21st day of October, 2015, as follows:

- 1) The Consulting Engineer is authorized to purchase from Campbell Foundry Company, the foregoing manhole frames and covers in the amount of \$2,782.00.

2) 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 Howard,
Lampmann, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

4. TWA Applications and Connection Permits

3.1 Non-Residential Connection Quick Chek (Route 23) Borough of Butler

For the record Mr. Kelly advised that, at PRBRSA's recommendation, TBSA approved the Non-Residential Connection application for Quick Chek.

5. Boonton Avenue Interceptor Project

4.1 Status Report

Based on information from Suburban Consulting Engineers, Mr. Kelly advised of the following:

4.1.1 Contract No. I-4A: Hutton Construction

Mr. Kelly reported that Hutton Construction restarted work at High Street and has installed all pipe and a new manhole within Park Place. However, the existing 8-inch diameter line in High Street was found to be higher than indicated on the plans. Consequently, Hutton Construction was unable to install the manhole there so moved the crew to Brook Street pending resolution of the grade issues at High Street.

The sewer installation along High Street is currently in progress with approximately 50 feet of the overall 300 foot section installed to date.

4.1.2 Contract No. I-4B: Arold Construction

Arold Construction has scheduled restart of the work for Monday, November 2nd. Mr. Kelly noted that there has been substantial exchanges between the contractor and the engineer on what is projected to be a 116 day delay on the overall contract completion date originally scheduled for August 10th. Mr. Kelly indicated that the contractor has committed to putting all resources necessary to complete the project by the first week of December and noted that any cost consequences for delays will have to be assessed once the project is completed.

4.1.3 Suburban Consulting Engineer's Contract

Referring to his email and letters of October 20th, Mr. Kelly recommended award of two change orders on the Suburban Consulting Engineer's contract. He said Change Order No. 8 would address the additional engineering administration and observation services required to complete Contract No. I-4A. Proposed Change Order No. 9 would address the corresponding work to complete Contract No. I-4B.

Following discussion Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-15-10-4**):

RESOLUTION TO AUTHORIZE CHANGE ORDER NO. 8 FOR AGREEMENT WITH SUBURBAN CONSULTING ENGINEERS, INC.

WHEREAS, the Authority is in receipt of an October 21, 2015 Request for Change Order filed by Daniel D. Kelly, P.E., the Authority Consulting Engineer, recommending approval of Change Order No. 8 for the following:

Change Order No. 8 to the agreement with Suburban Consulting Engineers, Inc. in the amount of \$13,700.00 for additional contract administration over the remaining contract construction completion period including the previously authorized 100 day time extension, plus additional resident engineering observation services pertaining primarily to the additional 12 day time extension granted for the environmental work associated with the Brook Street and High Street in Butler, New Jersey; 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 21st day of October, 2015 as follows:

1. The Authority hereby approves Change Order No. 8 to the Agreement as described in the Request for Change Order filed by Daniel D. Kelly, P.E., in the total amount of \$13,700.00.
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.

Commissioner Metcalfe seconded the motion which passed upon the following roll call vote:

AYES : Chairman Voorman, Commissioners Howard,
Lampmann and Verdonik

NAYS : None

ABSENT : Commissioners Gall

ABSTAIN : Commissioner Metcalfe

Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-15-10-5**):

**RESOLUTION TO AUTHORIZE CHANGE ORDER NO. 9
FOR AGREEMENT WITH SUBURBAN CONSULTING
ENGINEERS, INC.**

WHEREAS, the Authority is in receipt of an October 21, 2015 Request for Change Order filed by Daniel D. Kelly, P.E., the Authority Consulting Engineer, recommending approval of Change Order No. 9 for the following:

Change Order No. 9 to the agreement with Suburban Consulting Engineers, Inc. in the amount of \$12,300.00 for additional services for both contract administration and resident engineering observation services for time remaining to complete the work by Arold Construction as now scheduled for November 2nd through December 4th; 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 21st day of October, 2015 as follows:

1. The Authority hereby approves Change Order No. 9 to the Agreement as described in the Request for Change Order filed by Daniel D. Kelly, P.E., in the total amount of \$12,300.00.
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.

Commissioner Metcalfe seconded the motion which passed upon the following roll call vote:

AYES : Chairman Voorman, Commissioners Howard,
Lampmann and Verdonik

NAYS : None

ABSENT : Commissioners Gall

ABSTAIN : Commissioner Metcalfe

4.2 NYS&W Railroad Crossing

No change in status on this matter.

6. ADS Contract No. OM-5

As indicated by his September 28, 2015 letter, Mr. Kelly recommended award of a contract extension to ADS for flow monitoring services extending through November 30, 2015. He explained that the contract would include replacement of the existing FlowShark monitors with ADS' new Triton monitors. In response to Commissioner Howard's question he explained that the new technology has been available for approximately 3 or 4 years and is presently in its third generation. He noted as well that the new Triton flow monitors would be leased over the contract period which will allow changing the equipment to the newest technology available at the end of the contract term if that is deemed desirable then.

Following further discussion, Commissioner Lampmann moved approval of the following resolution (**Resolution No. R-15-10-6**):

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, the Authority has received and reviewed the September 10, 2015 proposal of ADS L.L.C. for Contract No. OM-5 Renewal; and

WHEREAS, the Authority has considered the recommendations set forth by the September 28, 2015 report of Daniel D. Kelly, P.E., concerning the proposal of ADS L.L.C., and is satisfied that the proposal is in the best interest 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 21st day of October, 2015, as follows:

1. The Authority hereby awards a contract to ADS L.L.C. 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 (Lease Program)

December 1, 2015 to November 30, 2016	\$38,196.00 (Proposal A)
December 1, 2016 to November 30, 2017	\$39,996.00 (Proposal B)
December 1, 2017 to November 30, 2018	\$40,776.00 (Proposal C)

2. The Authority hereby authorizes the ADS L.L.C. to proceed with the Work set forth by Proposal A for the performance of permanent metering services for the period of December 1, 2015 to November 30, 2016 at a cost of \$38,196.00.
3. The Authority reserves the right in its discretion to authorize extensions of the contract through the adoption of resolutions for each of the two subsequent one year extensions for Proposal B and

Proposal C. The Authority shall adopt any such extension resolution within 60 days before the expiration of the then 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.

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

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

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

FINANCIAL REPORT

1. Treasurer's Report

1.1 Acceptance of September 30, 2015 Treasurer's Report

Treasurer Lampmann presented and moved the Treasurer's Report for the period ending September 30, 2015 for approval. Commissioner Metcalfe seconded the motion which passed unanimously upon the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

2. Annual Budget: FY 2016

Prior to adoption of the annual budget, Chairman Voorman indicated that the Board would convene a Budget Hearing.

At approximately 7:35 pm Vice Chairman Verdonik moved to open a hearing on the Authority's proposed FY 2016 Annual Budget. Commissioner Howard seconded that motion which passed unanimously on voice vote.

FY 2016 BUDGET HEARING

Chairman Voorman noted that no members of the public were present and asked the Secretary to include the following Budget Message into the minutes.

This is a budget hearing on the Authority's proposed fiscal year 2016 annual budget. The budget was initially approved on August 19, 2015. Tonight it will be considered for final adoption without amendments.

On September 24, 2015 the Authority received the State's Division of Local Government Services' certification of the August 19th FY 2016 budget. The proposed budget was forwarded to each town on September 26th along with notification of this hearing.

Copies of the proposed amended budget are available on the table for any member of the public in two formats. One is the format as filed with the Division of Local Government Services, the DLGS budget. The second is the PRBRSA format. Also available are copies of a summary of the budget dated today.

In accordance with state regulations, the adopted budget must be filed with the Division of Local Government Services prior to the beginning of the fiscal year which starts on November 1st, therefore by the end of October.

With that introduction, I would now like to review the budget in brief:

Last year, total revenues and appropriations each amounted to \$5,865,000. This year a decrease of \$265,000 or 4.5% is proposed bringing total revenues and appropriations to \$5,600,000.

On the appropriations side, more than 64% of the costs relate to the Two Bridges Sewerage Authority's charges for treatment services. This year those amount to \$3,588,776. Also, the Authority's debt service, principal and interest payments on bonds, is another almost 22% or \$1,204,209. Among other appropriations, the budget includes a \$150,000 contribution to the Capital Reserve Fund to stabilize and minimize future rate increases.

On the revenue side, almost 95% of the funds to be collected by the Authority will be derived from assessments to the towns, termed Annual Charges, which this year total \$5,300,000. The rate increase over last year is \$90,000 or 1.7%. The Annual Charges are distributed among the towns in the manner prescribed by their respective service contracts with the Authority.

At approximately 7:36 pm Vice Chairman Verdonik moved to close the Budget Hearing. That motion was seconded by Commissioner Lampmann and approved unanimously by voice vote.

Commissioner Metcalfe moved the following resolution to adopt the Annual Budget for FY 2016 (**Resolution No. R-15-10-1**):

2015 (FY 2016) ADOPTED BUDGET RESOLUTION

Pequannock River Basin Regional Sewerage Authority (Name) AUTHORITY

FISCAL YEAR: FROM: November 1, 2015 TO: October 31, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1st, 2015 and ending, October 31, 2016 has been presented for adoption before the governing body of the Pequannock River Basin Regional Authority at its open public meeting of October 21, 2015; 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 all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$5,600,000, Total Appropriations, including any Accumulated Deficit, if any, of \$5,600,000 and Total Unrestricted Net Position utilized of \$0.

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,100,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Pequannock River Basin Regional Sewerage Authority, at an open public meeting held on October 21, 2015 that the Annual Budget and Capital Budget Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2015 and ending, October 31, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget Program 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 all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

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

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

3. Rate Stabilization Analysis

Due to time constraints Chairman Voorman recommended and the Board agreed to defer consideration of the Rate Stabilization Analysis to the December 2nd meeting.

UNFINISHED BUSINESS

1. Riverdale Capacity Transfer

Mr. Kelly reported on the significant progress that has been made on the Riverdale capacity transfer over the past weeks following a meeting with the mayors of Bloomingdale, Butler, Kinnelon and Riverdale along with Chairman Voorman, Commissioner Lampmann and Commissioner Metcalfe on October 5th.

Continuing, Mr. Kelly said the terms of an agreement have been developed by the principals, Bloomingdale, Kinnelon and Riverdale, by which Riverdale will acquire the 91,000 gpd of additional reserve capacity in equal shares from Bloomingdale and Kinnelon as had been proposed from the onset. However, at the meeting Mr. Kelly reported that Mayor Budesheim advised that Riverdale only needs 51,000 gpd to serve approximately 169 homes within the Borough that are having difficulty with old cesspool systems so have need to connect to a public sewerage system. Therefore, he said the Borough of Riverdale will acquire the 91,000 gpd with the understanding that PRBRSA will approve 51,000 gpd for new connections to the system. Further, he indicated that, due to the present high flows within Riverdale, Bloomingdale and Kinnelon have agreed to be responsible for any flow exceedance beyond Riverdale's then available 500,000 gpd reserve capacity allocation up to 51,000 gpd with the understanding that any Debt Service Charges collected by the Authority would be distributed to Bloomingdale and to Kinnelon in equal shares. If Riverdale's flow exceeds 51,000 gpd then any Debt Service Charges collected by PRBRSA for flows exceeding that threshold would be distributed among Bloomingdale, Butler and Kinnelon in proportion to each town's available reserve capacity. Following a three year period, these conditions would revert to the terms of the current service contracts.

Mr. Falcon also reviewed some of the discussions leading up to the October 5th meeting noting that the terms and conditions of the proposed transfer are those developed by the towns themselves.

Based on the terms accepted by the towns, Mr. Falcon indicated that he distributed the corresponding contract language to the municipalities as now incorporated into the Five Party Agreement among Bloomingdale, Butler, Kinnelon, Riverdale and PRBRSA as well as a 2015 Amendment to the 1987 Riverdale Service Contract. He explained that he then distributed both forms of agreement along with the associated resolutions by which each would be adopted noting that a few minor changes were made to the contracts as previously distributed to the municipalities.

Commissioner Lampmann reported that the Borough of Butler adopted the resolution approving the Five Party Agreement on October 20th and asked Mr. Falcon to provide a summary of the changes made to the contract as distributed to the towns. Mr. Falcon indicated that that has already been transmitted to Butler and to the other towns as well.

Mr. Falcon distributed the Five Party Agreement as well as the 2015 Amendment to the 1987 Riverdale Service Contract along with resolutions by which each contract would be approved by the Authority. He noted none of the agreements would be effective until all parties have formally approved and executed them.

Commissioner Howard moved acceptance of the Five Party Agreement (**Resolution No. R-15-10-7**):

**RESOLUTION TO AUTHORIZE EXECUTION
OF THE 2015 FIVE PARTY AGREEMENT FOR THE
TRANSFER OF SEWERAGE CAPACITY**

WHEREAS, the Boroughs of Bloomingdale, Butler, Kinnelon, Riverdale and the Pequannock River Basin Regional Sewerage Authority ("The Authority") have formulated a capacity transfer transaction under the terms of which 91,000 gpd of capacity (45,500 gpd from each of Kinnelon and Bloomingdale) will be transferred to Riverdale upon terms mutually negotiated among the municipalities; and

WHEREAS, the Authority has considered the terms and conditions of the Five Party Agreement and is agreeable to implementing a reallocation of capacity between and among the parties; and

WHEREAS, the Boroughs of Bloomingdale, Butler, Kinnelon and Riverdale are in the process of considering Resolutions to authorize execution of the Five Party Agreement; and

WHEREAS, the Authority has determined to approve the execution of the Five Party Agreement subject to certain conditions:

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 21st day of October, 2015 as follows:

1. The Authority does hereby approve and the Chairman or Vice Chairman is authorized and directed to execute the Five Party Agreement in the form reviewed by the Authority, a copy of which is attached hereto as Exhibit A, with such minor corrections, modifications, additions or deletions which do not alter the substantive provisions thereof and which may be hereafter approved by the Chairman or Vice Chairman after consultation with the Authority Attorney.
2. This authorization is subject to the enactment of authorization of this Five Party Agreement by the respective municipal parties thereto and the execution of the 2015 Amendment to the 1987 Riverdale Service Contract by the Borough of Riverdale.
3. This Resolution shall take effect as provided by law.

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

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

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

In order to approve the 2015 Amendment to the 1987 Riverdale Service Contract, Commissioner Howard moved acceptance of the following resolution (**Resolution No. R-15-10-8**):

RESOLUTION OF THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY AUTHORIZING THE EXECUTION AND DELIVERY OF THE 2015 AMENDMENT TO THE 1987 SERVICE CONTRACT BETWEEN THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY AND THE BOROUGH OF RIVERDALE

WHEREAS, as authorized by the Act, the Pequannock River Basin Regional Sewerage Authority (the "Authority") and The Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Two Bridges Authority") entered into an agreement, dated December 20, 1985, and entitled: "1985 Service Contract Between The Pequannock, Lincoln Park and Fairfield Sewerage Authority and The Pequannock River Basin Regional Sewerage Authority", as amended by an agreement dated October 11, 1995 and by an agreement dated December 31, 2008 (collectively, the "Pequannock River/Two Bridges Agreement"), relating to the treatment and disposal of sewage; and

WHEREAS, sewage originating in the service area of the Authority is treated and disposed of by the Two Bridges Authority; and

WHEREAS, the Borough of Riverdale is a customer of the Authority pursuant to the 1987 Riverdale Service Contract between the Authority and Riverdale (the "1987 Riverdale Service Contract") as amended in 1997, 2003, 2006 and 2008; and

WHEREAS, as authorized by the Act, the Authority entered into a Service Contract with the PRBRSA Member Municipalities, dated as of December 31, 1990 and entitled: "1990 Amendment to the 1985 Service Contract Between The Pequannock River Basin Regional Sewerage Authority and Borough of Bloomingdale and Borough of Butler and the Borough of Kinnelon" (the "1990 Amendment") relating to the use of the System; and

WHEREAS, by virtue of a series of capacity allocation transfer transactions between and among the Authority, Bloomingdale, Butler and Kinnelon with the Borough of Riverdale, the capacity available to Riverdale is currently 0.409 mgd.

representing 15.73% of the 2.60 mgd currently available to the Authority at the Two Bridges Authority Treatment Plant; and

WHEREAS, there is currently pending before the Authority, a 2015 Five Party Agreement under the terms of which 0.091 mgd of additional capacity would be available to Riverdale for a total of 0.500 mgd being 19.23% of the 2.60 mgd currently available to the Authority at the Two Bridges Authority Treatment Plant; and

WHEREAS, there is currently pending before the Authority, this 2015 Amendment to the 1987 Service Contract between the Authority and the Borough of Riverdale to implement the provisions of the aforesaid Five Party Agreement.

Section 1. 2015 Amendment to the 1987 Service Contract Between the Authority and the Borough of Riverdale. The substance and form of the 2015 Amendment to the 1987 Service Contract between the Authority and the Borough of Riverdale in the form reviewed by the Authority, a copy of which is attached hereto as Exhibit A, are hereby approved, adopted and agreed to by the Authority with such minor corrections or modifications, additions or deletions which do not alter the substantive provisions thereof and which may hereafter be approved by the Chairman or Vice Chairman of the Authority after consultation with counsel and bond counsel to the Authority. The Chairman or Vice Chairman of the Authority is hereby authorized and directed to execute and deliver the 2015 Amendment to the 1987 Service Contract between the Authority and the Borough of Riverdale and the Secretary or Assistant Secretary of the Authority is hereby authorized and directed to affix the seal of the Authority on the 2015 Amendment to the 1987 Service Contract between the Authority and the Borough of Riverdale and to attest same. The execution of the 2015 Amendment to the 1987 Service Contract between the Authority and the Borough of Riverdale by the Chairman or Vice Chairman of the Authority shall be conclusive evidence of any approval required by this Section.

Section 2. Contingent Approval. This authorization is subject to the approval of and execution and delivery to the Authority by all parties to the Five Party Agreement between and among Bloomingdale, Butler, Kinnelon, The Authority and Riverdale as shall be needed to perfect the transaction contemplated therein.

Section 3. Capitalized Terms. Unless a different meaning is clear from the context, all capitalized words and terms used but not defined in this Resolution shall have the meanings ascribed to such words and terms, respectively, in the preambles to this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately.

That motion was seconded by Commissioner Lampmann and passed unanimously on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

2. Capacity Assurance Policy

Chairman Voorman indicated that a public hearing has been advertised inviting the public to comment on the proposed Service Rule Amendments related to the Authority's Capacity Assurance Program and Capacity Assurance Policy.

At approximately 8:00 pm, Vice Chairman Verdonik moved to open the public hearing on the proposed Service Rule Amendments. That motion was seconded by Commissioner Lampmann and passed unanimously on voice vote.

PUBLIC HEARING

Noting that no members of the public were present, Chairman Voorman directed the Secretary to include his comments within the minutes of the meeting.

PROPOSED AMENDMENTS TO PRBRSA RULES AND REGULATIONS

HEARING: OCTOBER 21, 2015 (8:00 PM)

The Authority will now consider amendments to its Rules and Regulations, also known as the Service Rules.

Revisions are proposed to Section 4.5, "Capacity Assurance Program" along with the addition of new Section 4.6, "Capacity Assurance Policy: Treatment Works Approvals".

Copies of the proposed amendments are available for the public on the conference table.

Notice of this hearing on the proposed Service Rule amendments was advertised in the Suburban Trends on Sunday, October 11, 2015. The Service Rule amendments were also made available for public inspection at the Office of the Authority here in the Butler Municipal Building.

Additionally, the proposed Service Rule amendments were issued by Certified Mail to the Borough Clerks of the Boroughs of Bloomingdale, Butler, Kinnelon and Riverdale as well as to the Two Bridges Sewerage Authority on October 9, 2015.

The proposed amendments at Section 4.6 define a procedure for review and approval of Treatment Works Applications including a calculation methodology to determine if adequate available reserve capacity allocation is available to serve additional connections and flows for a new project or projects within a particular municipality.

The proposed calculation methodology generally involves averaging of the municipality's actual flow contributions to the PRBRSA System over the three years prior to the application filing to determine the Average Flow. In that manner extreme high flows and extreme low flows will be buffered to account for short duration peaks and valleys in the flows due to extraordinarily wet or dry conditions affecting the Local Sewerage Systems.

Following public comments the Authority will decide if it will or will not adopt the proposed Service Rule Amendments as incorporated into Resolution No. R-15-10-2.

At approximately 8:01 pm, Vice Chairman Verdonik moved to close the public hearing on the service rule amendments. That motion was seconded by Commissioner Metcalfe and approved unanimously.

In order to adopt the Service Rule Amendments, Commissioner Metcalfe moved adoption of the following resolution (**Resolution No. R-15-10-2**):

**RESOLUTION TO AMEND THE RULES AND REGULATIONS OF
THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY**

WHEREAS, the Authority desires to approve a Policy to be implemented in connection with the calculation of sewage flows prior to the authorization of new connections and discharges of wastewater to the Authority System and other applicable purposes; and

WHEREAS, the Authority further desires to amend the Rules and Regulations (the "Service Rules") to set forth the Policy of the Authority concerning Capacity Assurance, as well as the manner of calculation and use of the methodology which underlies the Policy; and

WHEREAS, the Authority has provided at least seven (7) days prior written notice to each municipality served by it of its intention to hold a hearing, to deliberate

upon and to potentially adopt the above described amendment to the Service Rules at the regular Public Meeting of the Authority on the date hereof; and

WHEREAS, the Authority has caused a notice to be published in the Official Newspapers of the Authority at least seven (7) days prior to the date hereof, notifying the public of the general nature of the proposed amendment, that a hearing is to be held and advising that the amendment is available for public inspection at the Office of the Authority, 1 Ace Road, Butler, New Jersey on Monday through Friday at regular business hours of the Borough of Butler; and

WHEREAS, the Authority has considered the proposed amendment to the Service Rules and finds that said amendment creates a clear and fair methodology for the implementation of the Authority's Capacity Assurance Policy; and

WHEREAS, the Authority has the statutory power to make and enforce rules and regulations for the management and regulation of its business and affairs and for the use, maintenance and operation of the sewerage system and any other of its properties and to amend the same pursuant to N.J.S.A. 40:14A-7(12); and

WHEREAS, the Authority is authorized pursuant to its Service Agreements with Butler, Bloomingdale, Kinnelon and Riverdale to make and enforce regulations and Service Rules, and to amend the same from time to time.

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 21st day of October, 2015 as follows:

- 1) Article IV entitled "Combined Sewers, New Sewers, Sewer Extensions" is hereby amended at Section 4.5 entitled "Capacity Assurance Program" and by the addition of new Section 4.6 "Capacity Assurance Policy: Treatment Works Approvals" as follows:

SECTION 4.5 CAPACITY ASSURANCE PROGRAM

- a. All Municipalities served by the Authority shall regulate flow, and shall implement all reasonable measures to provide for and limit discharges from their respective Local Sewerage Systems, as defined in the respective service agreements, and/or shall secure additional capacity allocation if available, so as not to exceed the capacity allocated by the Authority to each.
- b. Within 60 days of the receipt of a notice from the authority as to the adoption by the Authority of a Capacity Assurance Program in accordance with the provisions of N.J.A.C. 7:14A-23.16 and quarterly thereafter, each of the

Municipalities served by the Authority shall submit the following information, certified by the Municipal Engineer.

- i. Available Capacity Allocation (available to the Municipality by Service Contract)
 - ii. Actual Flow (per Authority flow metering reports, equal to the flow billed to the Municipality by the Authority over the prior fiscal year last concluded)
 - iii. Average Flow (equal to the average of Actual Flows over the prior 3 fiscal years last concluded)
 - iv. Reserved Flows (by Municipality, if any (flow unsanctioned by the Authority, TBSA or NJDEP)
 - v. Committed Flows (flows authorized by approved TWA Applications but not yet connected to the System, excluding Reserved Flows)
 - vi. Available Reserve Capacity (i minus iii, iv and v)
 - vii. List of all properties (by Lot/Block and street address) connected to the Local Sewerage System of the Municipality
 - viii. List of quarterly water consumption as billed to all properties connected to the Local Sewerage System (per vii above, by property) over the past 3 years Listing of estimated water consumption for all properties connected to the Local Sewerage System (per vii above, by property) not served by the municipal or public water system
- c. Within 30 days of the succeeding quarterly report data, the Authority will file with each Municipality a summary report on the Authority system with information supplied by the four Municipalities pursuant to (b) above.
 - d. Whenever the sum of Average Flows and Committed Flows exceeds 80% of the capacity allocated in aggregate to the Municipalities served by the Authority, the Authority shall implement the Capacity Assurance Program referred to in subsection (a) above by issuing notices to the Municipalities.
 - e. Within 60 days of receipt of the notice set forth in (d) above, each Municipality shall file a report with the Authority as to the following:

- i. Measures intended to be implemented so as to enhance water conservation
 - ii. Measures intended to be implemented so as to assure the disconnection of roof leaders, sump pumps, and other sources of inflow, and to the extent available, reconnection of the same to storm sewers, all in accordance with Section 4.4 of these Service Rules.
 - iii. Establishment of a process for a quarterly report to be filed on or before the end of each quarter (as of January 31, April 30, July 31 and October 31) updating the information submitted pursuant to subsection (b) above.
 - iv. Measures intended to be implemented so as to impose a municipal sewer connection ban when Committed Flow reaches 100% of the capacity allocation to the Municipality.
- f. In the event that the Average Flow plus the Committed Flow to the Authority System is at 100% of the capacity allocated to a Municipality and the Authority determines that the measures call for in subsections (b) and (e) have not been appropriately addressed and that additional flows may result in the exceedance by the Municipality of its contractual capacity allocation, then the Authority shall cease to process Treatment Works Approvals, and shall request that the Municipality discontinue the connection of any additional Users to its Local Sewerage System. The Authority will further provide notice to the Municipality that it (1) may petition for transfer of available capacity, if any, from the other Municipalities served by the Authority or (2) if capacity is therefrom unavailable, petition the Authority to secure additional capacity allocations from the Two Bridges Sewerage Authority by means of expansion of the existing treatment plant or inter-agency allocation transfer. The Municipality receiving such notice shall bear all costs of any capacity allocation transfer so required.
- g. If the Municipality is unable or unwilling to secure additional capacity allocation through the above means and refuses to discontinue the issuance of permits for such connections, or otherwise fails to respond to the Authority's notice with respect to the same, then the Authority may determine to apply to a court of competent jurisdiction for an Order implementing the requirements of these regulations, enforcing the provisions of the applicable service agreement, or for such other injunctive or other relief as shall be appropriate in the circumstances.

SECTION 4.6: CAPACITY ASSURANCE POLICY: TREATMENT WORKS APPROVAL

a. Purpose

This Capacity Assurance Policy is intended to monitor municipal flows to assure compliance with the service contract Reserve Capacity Allocations of the Boroughs of Bloomingdale, Butler, Kinnelon and Riverdale prior to the Authority’s authorization for new connections to the System by means of Treatment Works Approvals.

The Reserve Capacity Allocations are set forth by the 2008 Amendment to the 1990 Amendment to the 1985 Service Contract and the 2008 Amendment to the 1987 Riverdale Service Contract as may be periodically revised [including an anticipated amendment for transfer of 91,000 gpd to Riverdale in equal shares from Bloomingdale and Kinnelon (the “2015 Riverdale Capacity Transfer”)] as follows:

Participant/ Customer	Current Reserve Capacity Allocation		Allocation Reserve Capacity Following Proposed 2015 Transfer¹	
	GPD	%	GPD	%
Bloomingdale	950,000	36.54	904,500	34.79
Butler	991,000	38.11	991,000	38.11
Kinnelon	250,000	9.62	204,500	7.87
Riverdale	409,000	15.73	500,000	19.23
Total Reserve Capacity	2,600,000	100.00	2,600,000	100.00

¹Subject to final approval

Applicants requesting Authority approval for new connections to the System will be required to prepare a “Capacity Assurance Calculation” as defined herein to confirm that the municipality’s Available Reserve Capacity is sufficient to serve the proposed Project.

The Capacity Assurance Policy Calculation shall be prepared and certified by a New Jersey licensed professional engineer in connection with any NJDEP Treatment Works Approval (TWA) application filed with the Authority for a Project with a Projected Flow of 8,000 gallons per day (gpd) or greater.

b. Administration

This Capacity Assurance Policy shall be administered by the Authority through its Consulting Engineer who shall review the Applicant's Capacity Assurance Calculation to determine the adequacy of Available Reserve Capacity. Upon review of the Applicant's Capacity Assurance Calculation the Consulting Engineer shall advise the Board prior to its action on the Treatment Works Approval Application if the municipality has adequate Available Reserve Capacity Allocation to serve the Projected Flows from the proposed Project.

In accordance with the above referenced service contracts, the Authority shall make a final determination on approval or denial the TWA Application in accordance with this Capacity Assurance Policy based on the adequacy of Available Reserve Capacity. Other matters to be taken into consideration as to approval or denial of the TWA Application include, for example, prior local approval, compliance with applicable NJDEP regulations as well as compliance with the Authority's Service Rules. The Authority may approve the TWA Application if the municipality's Available Reserve Capacity allocation exceeds the Projected Flow required for the proposed Project subject of the Treatment Works Approval Application.

If, in the Board's final determination, the municipality does not have adequate Available Reserve Capacity in order to service the Projected Flow set forth by the Treatment Works Approval Application, the application shall be denied.

c. Capacity Assurance Calculation Methodology

The municipality's Available Reserve Capacity shall be determined by the difference between the municipality's Reserve Capacity Allocation in accordance with its current service contract less the municipality's Average Flow [over the 3 fiscal years last concluded plus the Projected Flow for the Project plus either the Permitted Flows for projects previously approved or the Committed Flows for projects previously approved as recorded by the Authority's metering system [and as may be adjusted at the end of the fiscal year] prior to filing the TWA Application in Year 0. The Average Flow plus the Projected Flow for the subject Project plus Permitted Flows – or Committed Flows – shall be determined to calculate Available Reserve Capacity utilizing the methodology herein defined.

i. Actual Flow

Actual Flows shall be equal to the year-end flows as billed to the municipality for the fiscal years ended October 31st.

ii. Average Flow

The Average Flow shall be determined by the average of the Year 1 Flow, Year 2 Flow and Year 3 Flow as herein defined over the prior three fiscal years last concluded prior to the Applicant's filing of the TWA Application in Year 0.

iii. Committed Flow

Committed Flows are defined by NJDEP regulations at N.J.A.C.7:14A-1.2 and Form WQM-003, Section 3. However, for purposes of this Capacity Assurance Policy and related Capacity Assurance Calculation, Committed Flows shall refer to flows previously approved within the municipality (i.e., Permitted Flows) through NJDEP's issuance of a Treatment Works Approval Permit but not yet connected to the System as of the date of filing the Project TWA application in Year 0.

iv. Connected Flows

All Connected Flows for connections made throughout the period of calculation shall be accounted for as described below for the Level 2 Capacity Assurance Calculation methodology as defined herein.

Connected Flows for connections made to the System prior to filing the TWA application for the Project in Year 0 shall be based on records available within the municipality including Certificates of Occupancy for units or buildings connected to the System annually.

For that portion of previously approved flows (i.e., the Permitted Flows) connected to the System (i.e., the Connected Flows), the Applicant must evidence, through copies of and a summary listing of Certificates of Occupancy (CO) for each property connected to the System [with dates of each CO issued for connections made pursuant to approved TWA Permit(s)] for those properties physically connected to the System prior to the filing of the TWA Application for the Project in Year 0.

d. Definitions

The following terms are applicable to the Capacity Assurance Calculations in accordance with this Capacity Assurance Policy:

Actual Flow	Qact
Available Reserve Capacity	CAPavail
Average Flow	Qavg
Committed Flow	Qcom
Connected Flow	Qconn
Permitted Flow	Qper
Projected Flow	Qproj
Project	PROJ
Reserve Capacity Allocation	CAPall
Reserved Flows	Qr
Year 1 Flow	Q ₁
Year 2 Flow	Q ₂
Year 3 Flow	Q ₃

Actual Flow (Qact): Actual Flow equals the municipality's year-end flow as billed to the municipality by the Authority.

Available Reserve Capacity (CAPavail): Available Reserve Capacity equals the municipality's current Service Contract Reserve Capacity Allocation less the Average Flow including the Projected Flow for the Project and the Permitted Flows (Level 1 Calculation) or the Committed Flows (Level 2 Calculation) as defined herein.

Average Flow (Qavg): Average Flow equals the average of the Year 1 Flow plus the Year 2 Flow plus the Year 3 Flow over the 3 fiscal years last concluded prior to filing the TWA application.

Committed Flow (Qcom): Committed Flow means that portion of the Permitted Flow not yet connected to the system prior to the Applicant's filing the TWA application. Committed Flows shall be equal to the remaining portion of the Permitted Flow set forth by an Applicant's TWA Application for all units not then connected to the System.

Connected Flow (Qconn): Connected Flow means that portion of the Permitted Flow connected to the System prior to the Applicant's filing the TWA application in Year 0. The Connected Flows shall be calculated based on connections physically made to the municipality's system in a particular year as determined by Certificates of Occupancy issued each year.

Permitted Flow (Q_{per}): The Permitted Flow equals the flows approved by NJDEP Treatment Works Approval permits for projects within the municipality prior to the Applicant's filing of a TWA Application for the Project in Year 0.

Projected Flow (Q_{proj}): The Projected Flow is that flow included in the Applicant's TWA application for the Project.

Project (PROJ): Project shall mean the residential, commercial or industrial development as proposed by the Applicant's Treatment Works Approval Application.

Reserve Capacity Allocation (CAP_{all}): The municipality's Reserve Capacity Allocation shall be equal to the Reserve Capacity Allocation set forth by its current service contract with the Authority.

Reserved Flows (Q_r): Reserved Flow shall mean any capacity formally reserved by a Municipality to serve future undesignated projects. Reserved Flows are subject to the discretion of the Municipality unsanctioned by the Authority, the Two Bridges Sewerage Authority or NJDEP.

Year 1 Flow (Q₁): The Year 1 Flow equals the Actual Flow billed by the Authority to the municipality for the Authority's fiscal year last concluded prior to the Applicant's filing of the TWA Application for the Project in Year 0.

Year 2 Flow (Q₂): The Year 2 Flow equals the Actual Flow as billed by the Authority to the municipality for the Authority's fiscal year immediately preceding Year 1.

Year 3 Flow (Q₃): The Year 3 Flow equals the Actual Flow as billed to the municipality for the Authority's fiscal year immediately preceding Year 2.

e. Capacity Assurance Calculation

The Applicant shall file with its TWA Application a Level 1 Capacity Assurance Calculation and, if necessary, a Level 2 Capacity Assurance Calculation based on the general Methodology described in Section 3 and the Definitions included in Section 4 as follows:

LEVEL 1 CALCULATION

$$\text{CAP}_{\text{avail}} = [\text{CAP}_{\text{all}}] - [\text{Q}_{\text{avg}} + \text{Q}_{\text{proj}} + \text{Q}_{\text{per}} + \text{Q}_{\text{r}}]$$

The Level 1 Calculation shall be based on Permitted Flows only without an accounting for Connected Flows.

If the Level 1 Calculation indicates that the Available Reserve Capacity (CAPavail) is greater than the Projected Flow (Qproj) required for the Project, no further calculations will be required unless directed by the Authority.

If the Level 1 Calculation indicates that the Available Reserve Capacity (CAPavail) is less than the Projected Flow (Qproj) required for the Project, the Applicant shall prepare a Level 2 Calculation based on Committed Flows to account for Connected Flows connected prior to filing of the TWA application for the Project in Year 0 as follows:

LEVEL 2 CALCULATION

$$\mathbf{CAPavail} = [\mathbf{CAPall}] - [\mathbf{Qavg} + \mathbf{Qproj} + \mathbf{Qcom} + \mathbf{Qr}]$$

The Applicant shall file the Level 1 Calculation and, if necessary, the Level 2 Calculation with its TWA Application package.

-
- 2) Notwithstanding the provisions of the Service Agreements with the municipalities, and in order to provide for an expanded period of time for the review of the adopted amendment of the Service Rules above set forth, this amendment shall take effect thirty (30) days after a copy thereof is mailed to each such municipality.
 - 3) Notwithstanding that any provision of the Service Rule Amendment set forth in this Resolution may be held invalid by any Court of competent jurisdiction, all remaining provisions shall continue in full force and effect.
 - 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 Howard, Lampmann, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

3. Riverdale I/I Program

Mr. Kelly indicated that Mayor Budesheim at the October 5th meeting reported that Riverdale's consultants are moving ahead with the I/I investigations of the Borough's local sewerage system. He noted that the Mayor commented that Riverdale is only consuming an estimated 200,000 gpd whereas the recorded sewage flows are considerably higher, specifically, through August 31, 2015, 490,000 gpd.

In response to Chairman Voorman's question, Mr. Kelly advised that the Authority has not received the Right-of-Entry Agreements from either of Riverdale's consultants. He noted that at the October 5th meeting when that topic was raised he advised Mayor Budesheim that no access to PRBRSA facilities is authorized pending receipt of those agreements.

4. Contingency Operating Plan

No change in status on this matter.

NEW BUSINESS

None

PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 344

Treasurer Lampmann presented and moved approval of Operating Request for Payment No. 344 as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 344

The following bills have been reviewed and are recommended for approval for payment at the **October 21, 2015** meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

	<u>PRBRSA</u>	<u>VOUCHER</u>	<u>VOUCHER</u>	<u>PAYMENT</u>	
	<u>ACCT. NO.</u>	<u>NO.</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>CHECK PAYABLE TO</u>
1	33.01	OP-15-10-1	10/2/2014	\$ 2,535.00	Borough of Butler
2	24.05	OP-15-10-2	3/31/2014	\$ 250.00	Borough of Butler
3	24.07	OP-15-10-3	10/6/2015	\$ 131.89	Kelly Engineering
4	22.03	OP-15-10-4	10/5/2015	\$ 10,400.00	Kelly Engineering
5	32.02	OP-15-10-5	10/7/2015	\$ 8,182.68	Kelly Engineering
6	22.01	OP-15-10-6	10/7/2015	\$ 6,530.50	Maraziti Falcon LLP
7	33.16	OP-15-10-7	9/15/2015	\$ 3,254.87	ADS LLC
8	*	OP-15-10-8	12/19/2014	\$ 723,405.00	Pequannock, Lincoln Park & Fairfield Sew. Authority
9	26.04	OP-15-10-9	9/25/2015	\$2,500.00	US Bank
10	33.03	OP-15-10-10	9/30/2015	\$ 17.96	Borough of Butler -Electric
11	33.03	OP-15-10-11	8/28/2015	\$ 34.50	Verizon
12	33.03	OP-15-10-12	9/23/2015	\$ 30.77	Verizon
13	33.03	OP-15-10-13	9/28/2015	\$ 34.47	Verizon
14	33.03	OP-15-10-14	9/28/2015	\$ 34.47	Verizon
15	33.03	OP-15-10-15	10/4/2015	\$ 34.40	Verizon
16	33.03	OP-15-10-16	10/9/2015	\$ 2.81	JCP&L
17	33.02	OP-15-10-17	10/18/2015	\$2,782.00	Campbell Foundry
TOTAL:				<u>\$ 760,161.32</u>	

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

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

NAYS : None

ABSENT : Commissioner Gall

ABSTAIN : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-13-29

Treasurer Lampmann presented and moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-13-29 as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-29

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 **October 21, 2015**:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120322C2	C-13-29-10-1	10/7/15	\$ 6,582.85	Kelly Engineering
2)	120322C1	C-13-29-10-2	10/7/15	\$ 2,368.00	Marazit, Falcon LLP
3)	120322C6.1	C-13-29-10-3	10/16/15	\$ 10,475.49	Suburban Consulting Engineers
TOTAL DISBURSEMENTS				<u>\$ 19,426.34</u>	

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.

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

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

NAYS : None

ABSENT : Commissioner Gall

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 8:10 pm, Commissioner Howard for adjournment. That motion was seconded by Vice Chairman Verdonik and was approved unanimously on voice vote.

At approximately 8:10 pm, the meeting was adjourned.

Respectfully submitted,



Daniel D. Kelly, P.F.
Recording Secretary

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