

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

January 18, 2017

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on January 18, 2017 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, Metcalfe and Verdonik

ABSENT : Commissioner Lampmann

ALSO PRESENT : John Napolitano, Esq., Cleary, Giacobbe, Alfieri, Jacobs, LLC (From 7:45 pm through 9:05 pm), 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 – December 7, 2016**

Commissioner Metcalfe moved acceptance of the minutes of the Authority's December 7, 2016 meeting. That motion was seconded by Vice Chairman Verdonik and passed on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

OPERATIONAL REPORT

1. System Operations

1.1 Flow Report

Mr. Kelly presented the two Flow Reports for the period ending November 30, 2016 dated December 20, 2016, one for the FlowShark meters and the other for the Triton meters. He noted that the Triton readings appear to be more accurate, notably, in that Meter P-4 more closely correlates to TBSA's Meter M-15 at 1.441 mgd vs. 1.434 mgd, respectively.

He explained that ADS' submittal of the December 2016 data was too late to be included on the Flow Report so indicated that that report would be distributed separately to the Board next week.

The following reports were distributed for the November 2016 period for the Board's information and review:

- FlowShark Flow Report for November 2016
- FlowShark Daily Flow Summary for November 2016
- FlowShark Daily Flow Hydrograph for November 2016
- FlowShark M-15 vs. P-4 Hydrograph

The following reports were also made available to the Board on the Triton meter readings:

- Triton Flow Report for November 2016
- Triton Daily Flow Summary for November 2016
- Triton Daily Flow Hydrograph for November 2016
- Triton M-15 vs. P-4 Hydrograph

1.2 TBSA Actual vs. Budgeted Flow Analysis

Mr. Kelly presented two memorandums, one dated December 14, 2016 and another dated January 13, 2017, with the comparisons of TBSA's budgeted vs. actual flow for December and November 2016, respectively. He said, due to the ongoing low flow conditions, the Authority's minimum contractual flow of 1.85 mgd increases PRBRSA's relative share of the total PRBRSA flow within TBSA's system. On a year-to-date basis he indicated that the actual flows are running 3.15% ahead of the flows budgeted by Two Bridges going into the year.

1.3 ADS Flow Monitoring Report “Pequannock Tech Memo-Revised”

Mr. Kelly distributed the revised “Pequannock Tech Memo” resubmitted by ADS dated January 8, 20167. He noted that the revised Tech Memo removes the inappropriate comments that were in the original version. However, Mr. Kelly said that ADS has not responded to the Authority’s request, made several times now, to explain the changes in flow conditions evident following ADS’ May 31st field service when the third sensors were installed in the system. Commissioner Howard said that ADS must provide a response to that question. Mr. Kelly agreed and said he will return to ADS on that point.

1.4 Asset Management: GIS System

In order to review the geographical information systems (GIS) available through Mott MacDonald and DMC Associates, Mr. Kelly said that he met with Duane Chapman of Mott MacDonald and with Mike Wynne of the Hanover Sewerage Authority to review the GIS platforms and the overall system capabilities. Broadly he said the systems are exactly what the Authority needs going forward for proper inventory and the ability to incorporate the large amounts of information which will be recorded on inspection of the Authority’s interceptor facilities. The GIS system will also be needed as an integral part of the upcoming asset management requirements that will soon be mandatory. He noted that the systems are user-friendly providing ready access to the basic mapping information along with record drawing information and any other detailed information that is relevant to a particular asset such as a manhole or an individual line.

In response to Chairman Voorman’s question he said the software used by both consultants is the same, namely, ARCGIS by ERSI. Therefore, the Authority would not be locked in to a particular consultant for revisions to the system. He said the GIS system can be accessed or made available in a variety of ways including a system available free to the public or a desk top system available for 5 users at a one-time cost of \$1,500 or, lastly, a system available through the cloud. He said the cloud-based service cost an estimated \$2,500 annually. For the Authority’s purposes he said that the desktop version should be more than adequate providing capability for the Authority and operating staff at the Borough of Butler, adding that Two Bridges can be considered as another user if appropriate.

Mr. Kelly said he will conduct further reviews of the system as developed by DMC before recommending award of the contract.

1.5 PRBRSA Interceptor Inspection: 2016

No change in status on this matter.

2. TBSA Activities

2.1 Status Update

Reporting on the Two Bridges construction project, Vice Chairman Verdonik indicated that the pumping station project is virtually complete whereas the wastewater treatment plant improvement project continues to lag behind schedule yet is advancing well at this stage.

3. TWA Applications and Connection Permits

**3.1 TWA Application
Riverdale Phase 1 Sewer Extension
Borough of Riverdale**

Mr. Kelly advised that Riverdale is apparently in the process of advancing its Phase 1 sewer extension application to the Two Bridges Sewerage Authority prior to filing it with NJDEP.

**3.2 Residential Connections
Nos. 84 & 88 Mathews Avenue
Borough of Riverdale**

No change in status on this matter.

**3.3 TWA Application
Meer Bloomingdale Estates (Finbar Equity Investments)
Borough of Bloomingdale**

As reported last month, Mr. Kelly said that the applicant has not responded to the Authority's review comments as there are apparently some matters to be resolved with local zoning which have delayed the application process.

4. Riverdale I/I Investigations

Responding to Commissioner Gall's question, Mr. Kelly advised that Riverdale has completed its flow metering work within the Authority's lines in Bloomingdale and Riverdale. He said the Borough's consultant advises that the meters were removed four weeks following their initial installation on October 31st.

5. Riverdale OPRA Request (Flow Data)

Referencing the Borough of Riverdale’s December 29, 2016 OPRA request, Mr. Kelly said that his office provided extensive flow metering data over the past 3 years responsive to Riverdale’s request.

6. Boonton Avenue Interceptor Project

6.1 Contract No. I-4A: Hutton Construction

In order to discuss contract negotiations on close-out of Contract No. I-4A with Hutton Construction, counsel recommended entering closed session. To do so Vice Chairman Verdonik moved adoption of the following resolution (Resolution No. R-17-1-3).

Resolution No. R-17-1-3

**RESOLUTION AUTHORIZING CLOSED SESSION
PURSUANT TO THE OPEN PUBLIC MEETINGS LAW**

BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and State of New Jersey on this 18th day of January, 2017 as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss contract negotiations – Hutton Construction Company.
2. It is not known at the present time when the matter under discussion will be disclosed.
3. The Authority shall convene following the executive session to consider other matters on its regular meeting agenda.
4. This Resolution shall take effect as provided by law.

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

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

At approximately 8:35 pm, Mr. Falcon recused himself from the meeting while John Napolitano joined the closed session.

Closed Executive Session

At approximately 8:55 pm, Vice Chairman Verdonik moved to reenter the public meeting and return to the regular business agenda. That motion was seconded by Commissioner Metcalfe and approved unanimously on the following roll call vote:

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

At approximately 8:55 pm the Authority returned to open session and the regular business agenda.

6.2 Park Place/NYS&W Railroad Crossing

For the record Mr. Kelly advised that the Authority issued a Request for Proposal to Jenny Engineering of Springfield, NJ which firm recently merged into COWI Engineering. He noted the personnel and operations of Jenny remain intact at COWI.

Responding to the Authority's RFP, Mr. Kelly distributed a proposal from COWI on the scope and cost of a review of the geotechnical investigations performed thus far along with additional engineering in order to develop a risk assessment and estimate of cost for the work based on preliminary engineering delineation of the tunnel crossing plan and profile and also based on discussions with the NYS&W Railroad.

On discussing the approximate cost of the project Commissioner Howard said that the Authority may be well advised to advance a business offer to the NYS&W Railroad to perform the work as an open cut in lieu of a tunneling operation. He said the expense of tunneling has reached the point that it may just make more sense to see if the railroad would be willing to negotiate a price to shut down the railroad for sufficient time as to enable the Authority's contractor to install the casing pipe utilizing more traditional means.

On discussion, the Board and Mr. Kelly agreed that that concept is certainly worth pursuing with the railroad. The Board directed the Consulting Engineer to contact the railroad to initiate those discussions. Mr. Napolitano mentioned that he has had considerable experience in dealing with the NYS&W railroad and provided contact information.

Mr. Kelly noted that Mott MacDonald has submitted a draft proposal to advance their work to a comparable point as that proposed by COWI and will forward that proposal to the Board upon final submission.

FINANCIAL REPORT

1. Treasurer's Report

1.1 November 30, 2016 Treasurer's Report

Mr. Kelly presented the Treasurer's Report for the period ending November 30, 2016. Commissioner Gall moved acceptance of the Treasurer's Report as presented. Vice Chairman Verdonik seconded that motion which passed unanimously on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

1.2 December 31, 2016 Treasurer's Report

Mr. Kelly presented the Treasurer's Report for the period ending November 30, 2016. Commissioner Gall moved acceptance of the Treasurer's Report as presented. Vice Chairman Verdonik seconded that motion which passed unanimously on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

2. **Annual Budget: FY 2017**

Commenting on the final billings for FY 2017 (other than the courtesy adjustment to the Bloomingdale and Butler billings based on the Bloomingdale Subflow), Mr. Kelly distributed an analysis of the billings for FY 2016 along with the revised billings for FY 2017 based on prior period adjustments in both cases. The billings summary “Annual Charge/Billing Summary, FY 2016 and FY 2017, (w/Prior Period Adjustments & Application of Surplus per Resolution No. R-16-3-3)” dated January 18, 2017 was discussed at length.

Related to the billings discussed as well were the flows for fiscal 2016. Mr. Kelly reported that, in accordance with ADS’ January 8, 2017 revised “Pequannock Tech Memo”, the flow readings for both the FlowShark monitors and the Triton monitors were utilized in developing the final draft of the FY 2016 Flow Report.

He noted that while the majority of the data, again per ADS, was based on the Triton readings that still produced potentially problematic readings, notably for Bloomingdale’s flows in September and October which were 0.279 mgd and 0.289 mgd. He explained that Bloomingdale’s sewage flows were substantially less than the Borough’s water consumption for the winter quarters at 0.364 mgd. Nonetheless he said that since ADS has performed extensive metering analysis with multiple meters in the system throughout FY 2016 there should be a bias toward utilizing the sewage flow meter readings to the fullest extent possible.

Commenting on that Vice Chairman Verdonik questioned the readings for Bloomingdale noting that Bloomingdale, as opposed to Butler, has performed no significant infiltration/inflow reduction work and has added a significant number of units with associated flows over the years while, at the same time, the meters are showing lesser flow for Bloomingdale. That he said places the cost burden squarely with Butler.

On discussing the matter Mr. Kelly said that he will finalize his review of the FY 2016 flow data before finalizing the billings to the municipalities based upon that data.

3. **Revenue Fund Transfer**

Mr. Kelly explained that the Authority budgeted \$390,000 in FY 2016 and \$150,000 in FY 2017 as net assets or surplus to be included in the Authority’s Capital Reserve Fund. He said that the Capital Reserve Fund is maintained as a subaccount of the General Fund. Therefore, in order to effect those transfers, the Authority’s authorization is required for the transfer of \$540,000 from the Revenue Fund into the General Fund.

For that purpose Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-17-1-1**):

Resolution No. R-17-1-1

**RESOLUTION AUTHORIZING A TRANSFER FROM THE REVENUE FUND
TO THE GENERAL FUND**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) maintains certain funds in reserve in accordance with the General Bond Resolution of July 15, 1986; and

WHEREAS, the Authority previously established a Capital Reserve Fund to minimize future rate impacts anticipated on implementation of the Two Bridges Sewerage Authority capital improvement program and related system upgrades as well as Authority-sponsored capital projects; and

WHEREAS, the Authority’s FY 2016 operating budget increased the reserve amount within the Capital Reserve Fund with a contribution to that account of \$150,000.00.

WHEREAS, the Authority’s FY 2017 operating budget increased the reserve amount within the Capital Reserve Fund with a contribution to that account of \$390,000.00.

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 18th day of January, 2017 as follows:

1. An aggregate amount of \$540,000.00 of unrestricted/undesignated net assets currently within the Revenue Fund (Account No. 2576006500) shall be designated as a reserve within the Capital Reserve Fund.
1. Said designation shall increase the unrestricted/designated net assets within the Capital Reserve Fund from \$3,750,000.00 to \$4,290,000.00
2. The funds so designated shall be transferred to and retained in a subaccount within the General Fund (Account No. 2576006485).
3. The Consulting Engineer is directed to forward a copy of this resolution to the Authority’s Trustee and auditor.
4. This Resolution shall take effect immediately.

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

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

UNFINISHED BUSINESS

1. **Contingency Operating Plan**

No change in status on this matter.

2. **Riverdale Membership Petition**

In order to discuss the Riverdale membership matter, counsel recommended that the Authority enter closed executive session. For that purpose, Vice Chairman Verdonik moved adoption of the following resolution (**Resolution No. R-17-1-4**):

Resolution No. R-17-1-4

**RESOLUTION AUTHORIZING CLOSED SESSION
PURSUANT TO THE OPEN PUBLIC MEETINGS LAW**

BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and State of New Jersey on this 18th day of January, 2017 as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss and receive advice on legal issues related to Riverdale Membership.
2. It is not known at the present time when the matter under discussion will be disclosed.
3. The Authority shall convene following the executive session to consider other matters on its regular meeting agenda.
4. This Resolution shall take effect as provided by law.

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

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

At approximately 9:05 pm, the Authority entered Closed Executive Session:

CLOSED EXECUTIVE SESSION

At approximately 9:35 pm, Vice Chairman Verdonik moved to reopen the meeting to the public and return to the regular business agenda. That motion was seconded by Commissioner Gall and approved unanimously on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

At approximately 9:35 pm, the meeting was reopened to the public and the regular meeting business agenda pursued.

3. Insurance

In connection with the Boonton Avenue Interceptor project, Mr. Kelly said that the Authority was required to increase the prior \$5 million insurance umbrella to \$10 million to comply with the requirements of Morris County for work on the Valley Road bridge. Although that work is now complete, Mr. Kelly said that he recommends maintaining the \$10 million coverage at an additional premium cost of \$5,000.00 annually.

Following discussion, the Board agreed that retaining the higher coverage limit would be appropriate given the relatively minor premium involved.

NEW BUSINESS

1. TBSA Appointment

Vice Chairman Verdonik nominated Chairman Robert Voorman for reappointment to the Two Bridges Sewerage Authority effective February 1, 2017 for a 5 year term.

Not hearing any other nominations, the following resolution was moved by Vice Chairman Verdonik (**Resolution No. R-17-1-2**):

Resolution No. R-17-1-2

RESOLUTION

WHEREAS, the Sewerage Authorities Law, and specifically N.J.S.A. 40:14A-4(o), provides for the appointment of Members to a contiguous sewerage authority where a service agreement between them provides for the same; and

WHEREAS, the Pequannock Lincoln Park and Fairfield Sewerage Authority (“TBSA”) and the Pequannock River Basin Regional Sewerage Authority (“PRBRSA”) entered into a Service Agreement dated December 20, 1985 providing for such appointments; and

WHEREAS, the Pequannock River Basin Regional Sewerage Authority wishes to appoint Robert Voorman to serve as a representative of PRBRSA to TBSA;

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic and State of New Jersey on this 18th day of January, 2017, as follows:

1. Robert Voorman is hereby appointed to represent the Pequannock River Basin Regional Sewerage Authority as aforesaid commencing on the date hereof and ending January 31, 2022 or on the completion of his term on PRBRSA, whichever occurs earlier.
2. This Resolution shall take effect immediately and a certified copy hereof shall be filed in the Office of the Secretary of State, the Office of the Pequannock Lincoln Park and Fairfield Sewerage Authority as well as with the Municipal Clerks of Butler, Bloomingdale, Kinnelon and Riverdale.

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

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

2. AEA Spring Conference

Mr. Kelly reported that AEA’s Spring Conference will be convened in Atlantic City on March 14th and 15th and encouraged any Member interested in attending the conference to contact his office to make the arrangements.

PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 358

Mr. Kelly presented Operating Request for Payment No. 358. Vice Chairman Verdonik moved approval of Operating Request for Payment Nos. 358 as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY					
SUMMARY OF VOUCHERS FOR					
OPERATING EXPENSES					
Operating Request for Payment No. 358					
The following bills have been reviewed and are recommended for approval for payment at the January 18, 2017 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):					
	PRBRSA	VOUCHER	VOUCHER	PAYMENT	
	ACCT. NO.	NO.	DATE	AMOUNT	CHECK PAYABLE TO
1)	24.05	OP-16-12-1	3/31/2016	\$ 250.00	Borough of Butler
2)	24.07	OP-16-12-2	12/5/2016	\$ 131.89	Kelly Engineering
3)	22.03	OP-16-12-3	12/2/2016	\$ 10,400.00	Kelly Engineering
4)	32.02	OP-16-12-4	12/8/2016	\$ 7,911.32	Kelly Engineering
5)	22.01	OP-16-12-5	12/13/2016	\$ 222.00	Maraziti Falcon LLP
6)	25.03	OP-16-12-6	11/30/16	\$ 3,183.00	ADS LLC
7)	26.04	OP-16-12-7	12/16/2016	\$ 2,042.00	US Bank
8)	26.04	OP-16-12-8	12/16/2016	\$ 585.00	US Bank
9)	33.03	OP-16-12-9	12/4/2016	\$ 37.16	Verizon
10)	33.03	OP-16-12-10	11/28/2016	\$ 37.16	Verizon
11)	33.03	OP-16-12-11	11/23/2016	\$ 32.91	Verizon
12)	33.03	OP-16-12-12	11/30/2016	\$ 17.96	Borough of Butler Electric
13)	33.03	OP-16-12-13	12/8/2016	\$ 2.81	JCP&L
			TOTAL:	\$ 24,853.21	

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

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

1.2 **Operating Request for Payment No. 359**

Mr. Kelly presented Operating Request for Payment No. 359. Vice Chairman Verdonik moved approval of Operating Request for Payment Nos. 359 as follows:

SUMMARY OF VOUCHERS FOR OPERATING EXPENSES					
Operating Request for Payment No. 359					
The following bills have been reviewed and are recommended for approval for payment at the January 18, 2017 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):					
PRBRSA ACCT. NO.	VOUCHER NO.	VOUCHER DATE	PAYMENT AMOUNT	CHECK PAYABLE TO	
1)	24.05	OP-17-1-1	3/31/2016	\$ 250.00	Borough of Butler
2)	33.01	OP-17-1-2	10/1/2016	\$ 2,570.00	Borough of Butler
3)	24.04	OP-17-1-3	12/28/2016	\$ 923.40	The Tab Group
4)	24.07	OP-17-1-4	1/4/2017	\$ 131.89	Kelly Engineering
5)	22.03	OP-17-1-5	1/5/2017	\$ 10,400.00	Kelly Engineering
6)	32.02	OP-17-1-6	1/10/2017	\$ 6,339.98	Kelly Engineering
7)	22.01	OP-17-1-7	1/10/2017	\$ 1,820.80	Maraziti Falcon LLP
8)	*	OP-17-1-8	12/27/16	\$ 1,015,394.00	Pequannock, Lincoln Park & Fairfield Sew. Authority
9)	33.03	OP-17-1-9	12/28/2016	\$ 37.16	Verizon
10)	24.07	OP-17-1-10	1/1/2017	\$ 50.50	North Jersey Media
11)	33.03	OP-17-1-11	12/28/2016	\$ 37.16	Verizon
12)	33.03	OP-17-1-12	12/23/16	\$ 32.91	Verizon
13)	33.03	OP-17-1-13	1/1/2017	\$ 600.00	Navitend
14)	33.03	OP-17-1-14	12/29/2016	\$ 17.96	Borough of Butler Electric
15)	33.03	OP-17-1-15	12/8/2016	\$ 2.91	JCP&L
			TOTAL:	\$ 1,038,608.67	
* Breakdown					
27.00	\$	63,280.00			
13.00	\$	272,794.00			
35.00	\$	555,676.00			
35.00	\$	123,644.00			
	\$	1,015,394.00			
					Respectfully Submitted,
					Daniel D. Kelly, P.E. Consulting Engineer

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

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

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-13-45

Mr. Kelly presented the bills as listed on Construction Fund Disbursement Requisition No. C-13-45. Vice Chairman Verdonik moved approval of the bills as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-45

Gentlemen:

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 **January 18, 2017**:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120322C2	C-13-45-12-1	12/8/16	\$ 1,488.90	Kelly Engineering
2)	120322C2	C-13-45-12-2	1/10/17	\$ 3,068.85	Kelly Engineering
TOTAL DISBURSEMENTS				<u>\$ 4,557.75</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 the Consulting Engineer 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 Gall,
Howard, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

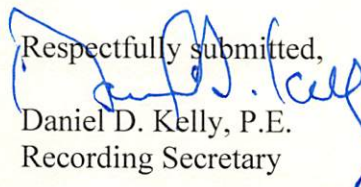
OPEN MEETING FOR PUBLIC COMMENT

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

ADJOURNMENT

At approximately 9:35 pm, Commissioner Howard moved adjournment. Commissioner Metcalfe seconded the motion which was approved unanimously on voice vote.

At approximately 9:35 pm, the meeting was adjourned.

Respectfully submitted,

Daniel D. Kelly, P.E.
Recording Secretary

Enclosures: Treasurer’s Report for the period ending November 30, 2016
Treasurer’s Report for the period ending December 31, 2016