

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

January 17, 2018

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on January 17, 2018 in the Conference Room at the Butler Municipal Building, One Ace Road, Butler, New Jersey. Chairman Voorman called the meeting to order at approximately 7:30 p.m.

ROLL CALL

On roll call:

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

ABSENT : None

ALSO PRESENT : 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 6, 2017**

Commissioner Metcalfe moved acceptance of the minutes of the Authority's December 6, 2017 meeting. That motion was seconded by Vice Chairman Verdonik and passed on the following roll call vote:

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

NAYS : None

ABSENT : None

ABSTAIN : None

OPERATIONAL REPORT

1. System Operations

1.1 Flow Report

Referencing the December 15, 2017 draft Flow Report for the period ending November 30, 2017, Mr. Kelly advised that the total system flows remain extremely low at 1.395 mgd. He noted that the Authority's Meter P-4 readings remain close to TBSA's Meter M-15 reading of 1.426 mgd, a 2.2% difference.

The following reports were distributed to the Board at the meeting:

- Triton Flow Report for November 2017
- Triton Daily Flow Summary for November 2017
- Triton Daily Flow Hydrograph for November 2017
- Triton M-15 vs. P-4 Hydrograph

1.2 TBSA Flow Report (Actual vs. Budgeted Flow)

As indicated by his January 10, 2018 memorandum, Mr. Kelly reported that the Authority's flows remain substantially below the contractual minimum with Two Bridges at 1.85 mgd. If this trend were to continue the Authority would see a 5.95% increase in the Two Bridges User Charge billings at year end.

1.3 PRBRSA Interceptor Inspection: Contract PRB-17-1

Mott MacDonald's January 16, 2018 status report advises that National Water Main Cleaning Company has completed all of the sewer line cleaning and CCTV-inspection. Additionally, the contractor has inspected a total of 37 manholes with 8 manhole inspections remaining. According to National Water Main's current schedule the work will be completed by the January 22, 2018 contract completion date.

2. TBSA Activities

2.1 Status Update

Chairman Voorman and Vice Chairman Verdonik reported on matters at Two Bridges as they affect Pequannock River Basin. Broadly they said that Two Bridges is pressing its contractor on the wastewater treatment plant improvements to expedite the remaining work which remains substantially behind schedule.

3. TWA Applications and Connection Permits

**3.1 Non-Residential Connection
Curly's Ice Cream
Borough of Riverdale**

Mr. Kelly reported that the owner of Curly's Ice Cream has requested information in order to file an application for connection to the Authority's system.

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

Based on the CCTV-inspection videos, an unauthorized connection has been made to the Authority's interceptor sewer connecting what is generally known as the BP property consisting of three separate uses - a convenience store, gas station and car wash. As previously reported, an unauthorized connection to the Authority's system would normally be a significant matter but in this case the consequences are elevated due to the potential for adverse affects on the integrity of the pipe. Accordingly, Mr. Kelly said that the matter will be addressed with the Borough and with the property owner.

**3.3 Non-Residential Connection
Quick Chek
1441 Route 23 South
Borough of Butler**

For the record Mr. Kelly reported that the Non-Residential Connection application for this property has been approved.

**3.4 TWA Application
Mathews Avenue/Stonehouse Road
Borough of Riverdale**

Concerning the status of the Mathews Avenue/Stonehouse Road TWA application, Mr. Kelly said that he contacted the Borough of Riverdale which forwarded the NJDEP TWA approval permit as the towns received that day. Mr. Kelly said that NJDEP issued the permit on January 10, 2018.

4. **Boonton Avenue Interceptor Project**

4.1 **NYS&W Railroad Crossing (2017 Project)**

Mr. Kelly reported that Butler Borough Administrator Lampmann and he met with Green Acres officials on January 5th. A summary of the meeting was distributed to the Board on January 10th. He characterized the meeting as productive. He said that Green Acres foresees little issue in ultimately securing approval yet the NJDEP regulatory requirements for such approvals must be met including, for example, filing a combined pre and final application, compensating the Borough of Butler for the diversion (\$2,500), convening a public hearing and submitting an environmental assessment along with an engineering alternatives evaluation among other requirements. He indicated that the application must first be approved by the Commissioner of NJDEP and ultimately by the State House Commission.

In order to move ahead Mr. Kelly said three Board actions are needed to expedite matters. They include approving a contract with DMC Associates for additional utility survey of utility information and associated mapping. Additionally he said DMC will need to prepare a plat and metes and bounds description for the temporary easement as well as the permanent easement. That will be required not only for the property transfer rights but also for Green Acres purposes as well. Mr. Kelly, by letter dated January 12th, recommended award of the DMC contract in the amount of \$1,150.

Next, Mr. Kelly said that the Authority is now in position to move forward with the engineering design and related work including LSRP services as may be required, permits and applications and finally bid phase services. He noted that the construction phase services will not be authorized at this time, they will be subject to further negotiation with the engineer. By letter of January 12th he recommended award of the engineering contract to Mott MacDonald for the prices quoted in MM's January 11, 2018 proposal in the amount of \$74,000.

Additionally Mr. Kelly said authorization to conduct two extra soil boring sampling and testing protocols is needed. He explained that the additional work should enable certifying that the spoil materials to be disposed during construction are "clean" under NJDEP regulations. He said while there are no assurances that the additional testing will satisfy the disposal facility requirements Mott MacDonald believes that that should be the case. As indicated by his January 13, 2018, letter Mr. Kelly recommended additional authorization to Mott McDonald in the amount of \$3,500.

Following discussion Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-18-1-1**):

Resolution No. R-18-1-1

RESOLUTION

WHEREAS, there exists a need for the performance of additional surveying work required for the geotechnical investigations for utility locations, associated revised mapping and property rights transfers in connection with a project being undertaken by the Pequannock River Basin Municipal Sewerage Authority (“the Authority”); and

WHEREAS, the Authority is in receipt of the proposal of DMC Associates dated January 10, 2018; and

WHEREAS, the work constitutes a professional service in accordance with N.J.S.A. 40A:11-5, and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” to be awarded without public advertising and competitive bidding, provided a brief notice of the nature, duration, service and amount of contract is published, and that the Resolution and contract are kept on file and available for public inspection; and

WHEREAS, Daniel D. Kelly, P.E. has recommended that the Authority authorize DMC Associates to perform the services as quoted in the January 10, 2018 report, in a total fee amount of \$1,150.00; and

WHEREAS, funds are available for these purposes.

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 17th day of January, 2017 as follows:

1. The Chairman is authorized and directed to execute an Agreement so as to authorize the expenditure of \$1,150.00 to perform additional survey work.
2. This Resolution shall be published in accordance with N.J.S.A. 40A:11-5 (l)(a)(ii).
3. This Resolution shall take effect as provided by law.

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-18-1-2**):

Resolution No. R-18-1-2

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES
CONTRACT WITH MOTT MACDONALD**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (the “Authority”) has identified a need for the performance of Professional Engineering Services for design services, permit application preparation, LSRP Services and Bid Phase Services in connection with the Authority’s NYS&W Railroad Crossing Project; and

WHEREAS, the Authority has received and reviewed a proposal dated January 12, 2018 (the “Proposal”) from Mott MacDonald, (“Mott MacDonald”) for the provision of such services for a cost not-to-exceed \$74,000; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” which may be awarded without public advertising and competitive bidding, provided that notice of the nature, duration, service and amount of contract is published, and that the Resolution and contract are kept on file and available for public inspection; and

WHEREAS, the Authority desires to authorize Mott MacDonald to perform the work set forth in the Proposal; and

WHEREAS, funds are available for these purposes.

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 17th day of January, 2018 as follows:

1. The Chairman is authorized and directed to sign an agreement between Mott MacDonald and the Authority for a cost not to exceed \$74,000 without further authorization by the Authority.

This Resolution shall be published in accordance with N.J.S.A. 40A:11-5 (l)(a)(i).

2. 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, Lampmann and Verdonik

NAYS : None

ABSENT : None

ABSTAIN : None

Chairman Verdonik moved approval of the following resolution (**Resolution No. R-18-1-3**):

Resolution No. R-18-1-3

RESOLUTION

WHEREAS, the Authority requires the performance of Professional Engineering Services consisting of two additional samples with associated soil testing and laboratory analysis in connection with the Authority’s Park Place Sewer Line Installation Project; and

WHEREAS, the Authority received the proposal of Mott MacDonald dated January 13, 2018 for the performance of the said work (Amendment No. 3); and

WHEREAS, the said work constitutes a professional service in accordance with N.J.S.A. 40A:11-5, and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” to be awarded without public advertising and competitive bidding, provided a brief notice of the nature, duration, service and amount of contract is published, and that the Resolution and contract are kept on file and available for public inspection; and

WHEREAS, the Authority desires to award a contract for the performance of the said services; and

WHEREAS, funds are available for these purposes.

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 17th day of January, 2018 as follows:

1. The Chairman is authorized and directed to execute an Agreement with Mott McDonald in the amount of \$3,500.00 to perform the said services.
2. This Resolution shall be published in accordance with N.J.S.A. 40A:11-5 (l)(a)(ii).
3. This Resolution shall take effect as provided by law.

Commissioner Lampmann moved approval of the resolution which passed unanimously on roll call vote as follows:

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

FINANCIAL REPORT

1. Treasurer's Report

1.1 November 30, 2017 Treasurer's Report

Treasurer Lampmann presented the Treasurer's Report for the period ending November 30, 2017. Vice Chairman Verdonik moved acceptance of the report as presented. Treasurer Lampmann seconded the motion which passed unanimously on the following roll call vote:

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

1.2 Audit: FY 2017

Mr. Kelly reported that the audit has been circulated to the Board in draft form over letter dated January 12, 2018 and asked if any of the Board Members have comments to let him know or to speak directly with the auditor. He advised that the audit provides an unqualified opinion again this year.

1.3 Arbitrage Reserve Contribution: FY 2018

As indicated by Jamie Avagnano's December 11, 2017 memorandum, since the amount remaining in reserve exceeds the amount of contribution calculated for FY 2018 (per Schedule 5) there will be no need to make an additional contribution to that reserve for the current budget year. Mr. Kelly said that the present balance of \$13,072.67 will be increased for the FY 2017 budgeted contribution of \$30,000 bringing the total reserve to \$43,072.67.

1.4 Kelly Engineering Agreement

On presenting Kelly Engineering's request for increases to the compensation paid under the firm's current engineering agreement, Mr. Kelly responded to questions and comments from the Board.

The Board questioned the need for increases of the magnitude requested notwithstanding the fact that the firm has not had any fee increases for 11 years, since February 2007. While there may have been some level of agreement with the request for the hourly rate increases there was little support for the request for the lump sum fee component. The Board requested that Mr. Kelly submit additional documentation in support of the firm's request for increases to the firm's fee compensation.

UNFINISHED BUSINESS

1. Contingency Operating Plan

1.1 Authority Administrator Position

Mr. Falcon distributed a copy of a January 16, 2018 legal memorandum explaining the changes in the Shared Services Agreement as well as the Employment Agreement concerning the new position of Authority Administrator. He explained that the revisions to the Shared Services Agreement previously approved by the Authority are the result of comments received from Borough counsel as were the changes to the Employment Agreement. He recommended that the Board re-approve the Shared Services Agreement with the changes agreed upon with Butler.

Following discussion Commissioner Howard moved approval of the following resolution (**Resolution No. R-18-1-4**):

Resolution No. R-18-1-4

**RESOLUTION AUTHORIZING EXECUTION OF REVISED
AUTHORITY ADMINISTRATOR SHARED SERVICES AGREEMENT
BY AND BETWEEN THE BOROUGH OF BUTLER AND
THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE
AUTHORITY**

WHEREAS, on December 6, 2017, the Authority Adopted Resolution No. R-17-12-6 authorizing the execution of the Authority Administrator Shared Services Agreement by and between the Borough of Butler and the Authority; and

WHEREAS, on January 16, 2018, the Borough of Butler authorized the execution of the Authority Administrator Shared Services Agreement with a modification to the indemnification section and certain revisions to clarify that mediation applies only to disagreements about the interpretation of the said Agreement; and

WHEREAS, N.J.S.A. 40A:65-4 provides that any local unit (including an authority and a municipality) may enter into an agreement whereby one of the local units provides services to the other which it is empowered to provide within its own jurisdiction.

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 the 17th day of January, 2018 as follows:

1. The Chairman is authorized and directed to execute the Authority Administrator Shared Services Agreement by and between the Borough of Butler and the Pequannock River Basin Regional Sewerage Authority, substantially in the form attached hereto, said form including the revisions made since the adoption of Resolution No. R-17-12-16.
2. A copy of this Resolution and the Authority Administrator Shared Services Agreement, in the form attached hereto, shall remain on file at the offices of the Authority.
3. A copy of this Resolution and Authority Administrator Shared Services Agreement approved herein shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs upon full execution of the Shared Services Agreement in lieu of the Authority Administrator Shared Services Agreement adopted pursuant to Resolution No. R-17-12-16.
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, Lampmann, Metcalfe and Verdonik

NAYS : None

ABSENT : None

ABSTAIN : None

1.2 Riverdale Membership Petition

No change in status on this matter.

1.3 Riverdale Annual Charge Challenge: 2017

Mr. Falcon advised that he has not heard further from Riverdale's special counsel on this matter.

NEW BUSINESS

1. PRBRSA Appointment to TBSA

Commissioner Gall moved approval of the following resolution to reappoint Commissioner Raymond Verdonik to the Board of the Two Bridges Sewerage Authority for another 5-year term expiring on January 31, 2023 (**Resolution No. R-18-1-6**):

Resolution No. R-18-1-6

RESOLUTION RE-APPOINTING RAYMOND VERDONIK TO TBSA

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 re-appoint Raymond Verdonik 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 17th day of January, 2018, as follows:

1. Raymond Verdonik is hereby re-appointed to represent the Pequannock River Basin Regional Sewerage Authority as aforesaid commencing on the February 1, 2018 and ending January 31, 2023 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.

Certified to be a true copy of a Resolution enacted at a duly convened public meeting of the Pequannock River Basin Regional Sewerage Authority held on January 17, 2018.

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

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

The Board expressed their appreciation to Vice Chairman Verdonik for his continued service representing PRBRSA on TBSA's Board.

2. Nominating Committee: FY 2018

Nominating Committee Chairman Metcalfe indicated that he would forward a memorandum with a recommended slate of officers prior to the Board's February 21st organization meeting. He asked if any of the Commissioners would like to be considered for the position of officer to please contact him at any time. He noted that the current slate will be proposed again this year.

PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 370

Treasurer Lampmann presented Operating Request for Payment No. 370 for approval. Commissioner Metcalfe moved approval of Operating Request for Payment No. 370 as follows:

Operating Request for Payment No. 370					
The following bills have been reviewed and are recommended for approval for payment at the January 17, 2018 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-18-1-1	3/31/2016	\$ 250.00	Borough of Butler
2)	33.01	OP-18-1-2	3/31/2016	\$ 250.00	Borough of Butler
3)	33.01	OP-18-1-3	10/1/2016	\$ 2,605.00	Borough of Butler
4)	24.07	OP-18-1-4	12/5/2017	\$ 131.89	Kelly Engineering
5)	32.02	OP-18-1-5	12/11/2017	\$ 8,643.02	Kelly Engineering
6)	22.01	OP-18-1-6	12/6/2017	\$ 1,787.55	Maraziti Falcon LLP
7)	22.01	OP-18-1-7	12/6/2017	\$ 2,331.00	Maraziti Falcon LLP
8)	24.07	OP-18-1-8	12/17/2017	\$ 52.20	North Jersey Media Group
9)	24.07	OP-18-1-9	12/17/2017	\$ 53.05	North Jersey Media Group
10)	24.07	OP-18-1-10	12/17/2017	\$ 52.63	North Jersey Media Group
11)	33.03	OP-18-1-11	12/12/2017	\$ 3.32	JCP&L - No Voucher Needed per Legislation
12)	22.03	OP-18-1-12	1/5/2018	\$ 10,400.00	Kelly Engineering
13)	24.07	OP-18-1-13	1/3/2018	\$ 131.89	Kelly Engineering
14)	32.02	OP-18-1-14	1/9/2018	\$ 6,350.94	Kelly Engineering
15)	33.03	OP-18-1-15	12/28/2017	\$ 17.96	Borough of Butler Electric
16)	24.07	OP-18-1-16	12/31/2017	\$ 45.40	North Jersey Media Group
17)	22.01	OP-18-1-17	1/9/2018	\$ 2,552.91	Maraziti Falcon LLP
18)	22.01	OP-18-1-18	1/9/2018	\$ 962.00	Maraziti Falcon LLP
19)	33.03	OP-18-1-19	1/2/2018	\$600.00	Navitend
			TOTAL:	\$ 37,220.76	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-13-54

Treasurer Lampmann presented Construction Fund Disbursement Requisition No. C-13-54. Commissioner Metcalfe moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-13-54 as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-54

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 17, 2018:**

<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1) 120322	C-13-54-1-1	12/5/17	\$175.50	Kelly Engineering
TOTAL DISBURSEMENTS			<u>\$175.50</u>	

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

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

2.2 Construction Disbursement Requisition No. C-17-8

Treasurer Lampmann presented Construction Fund Disbursement Requisition No. C-17-8. Commissioner Metcalfe moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-17-8 as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-17-8

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 17, 2018:**

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120327	C-17-8-1-1	12/11/17	\$ 5,524.90	Kelly Engineering
2)	120327	C-17-8-1-2	12/6/17	\$ 1,831.50	Maraziti Falcon
3)	120327	C-17-8-1-3	12/27/17	\$ 1,950.00	DMC Survey
4)	120327	C-17-8-1-4	1/9/18	\$ 5,939.20	Kelly Engineering
5)	120327	C-17-8-1-5	1/9/18	\$ 1,572.50	Maraziti Falcon
TOTAL DISBURSEMENTS				<u>\$ 16,818.10</u>	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

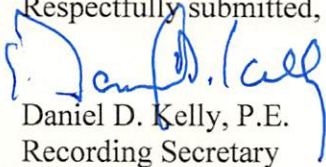
OPEN MEETING FOR PUBLIC COMMENT

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

ADJOURNMENT

At approximately 9:15 pm, Commissioner Metcalfe moved adjournment. Commissioner Howard seconded the motion which was approved unanimously on voice vote.

At approximately 9:15 pm, the meeting was adjourned.

Respectfully submitted,

Daniel D. Kelly, P.E.
Recording Secretary

Enclosures: Treasurer's Report for the period ending November 30, 2017