MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

January 2022

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on January 19, 2022. Vice Chairman Voorman called the meeting to order at approximately 6:00 p.m.

ROLL CALL

On roll call:

PRESENT	:	Chairman Verdonik, Commissioners Desai, Lampmann, Maybe, Metcalfe, Pellegrini and Voorman
ABSENT	:	Commissioner Howard (Excused)
ALSO PRESENT	:	Jamie Avagnano, Authority Administrator; Diane Alexander, Esq., Maraziti, Falcon, LLP Steve Donati, P.E., CP Engineers

OPEN PUBLIC MEETING STATEMENT

Vice 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. The statement also noted that the time change was provided to the municipal clerks and noticed in the Authority's official newspapers.

ANNOUNCEMENT

Chairman Verdonik welcomed Diane Alexander, Esq. to the meeting and advised the Board that he spoke with Christopher H. Falcon, Esq. who informed him that, with the Board's approval, he was recommending that Diane Alexander, Esq. takeover the PRBRSA account beginning in March 2022.

Chairman Verdonik expressed his confidence with our new counsel stating that Diane has been working with PRBRSA for many years and has vast experience with various sewer authorities which she represents. The Board agreed.

ADOPTION OF MINUTES

1. Meeting Minutes: Regular Meeting – December 1, 2021

Treasurer Lampmann moved acceptance of the minutes of the December 1, 2021 regular meeting. That motion was seconded by Commissioner Metcalfe and approved on the following roll call vote:

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

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Metering Comprehensive Service Contract OM-7

Administrator Avagnano presented the CSL report showing the preliminary P-4 data for a two week period in December.

She added that CSL was installing Meter P-3 on January 20th, yet Meters P-2A and P-1 were pending installation following completion of the CCTV-inspection contract.

On review of the data, the Board acknowledged that Meter P-4 and TBSA Meter M-15 are not tracking parallel as they have done in the past and that P-4 data was lower than M-15 for the period.

Steve Donati commented that the data is preliminary and since TBSA uses a different type of metering system, the two meters would not be expected to have the same readings.

Vice Chairman Voorman inquired on the location of the PRBRSA meters. Steve Donati advised that site visits were performed to select the optimum location for the meters. On review of the locations, the previous locations were deemed optimum for the meters showing no surge or high flow conditions. Vice Chairman Voorman inquired about questioned the meter selection. Steve Donati explained

that the meter specifications are similar to the ADS Triton Plus previously used as this is the recommended meter for open channel flow metering.

Commissioner Pellegrini asked about the placement of the meter within the chamber. Steve advised that the meter is placed straight down within the manhole. He added that CSL services the meters bi-monthly to make sure the meter has not shifted in the manhole.

Administrator Avagnano advised that TBSA has requested the preliminary data and that she would provide the information to TBSA. The Board agreed adding that it should be emphasized that the data was preliminary.

As an area of concern, Treasurer Lampmann requested that CP Engineers closely review any video in the area of Meter P-1A for potentially high flow from outside sources. Steve agreed.

1.2 Flow Report

Administrator Avagnano noted that the November Flow Report included in the meeting package was the last transmission from the ADS meters and that the report would be updated once all meters were installed by CSL.

- Daily Flow Summary for November 2021
- Daily Flow Hydrograph for November 2021
- Hydrograph: Comparison P-4 vs. M-15 November 2021

1.3 TBSA Flow Report (Budget vs. Actual)

Administrator Avagnano reported that it appears TBSA has reduced the PRBRSA budgeted flow for FY 2022 from the November budget at 1.93 mgd versus the December report showing a 1.88 mgd budgeted flow. She added that while PRBRSA has been at or below the minimum 1.85 mgd over the past 5 years that the lower budgeted flow could result in a user charge if the flows began trending upward.

1.4 Interceptor CCTV-Inspection & Cleaning Project

Steve Donati reported that the CCTV-inspection and cleaning project was on schedule with no anticipated delays. He informed the Board that prior to the meeting CP's inspector notified CP of an apparent blockage found in the 18-inch line between manholes M1 and E7. He said that the blockage had not been identified at the time of the notification yet it may be a grease buildup or concrete materials since the camera was unable to progress past the blockage. The Board questioned the state of the flow in the area. Steve advised that the video was showing that around 1/4th of the flow was passing over the blockage. Steve Donati

further advised that Contract PRB 21-1 allowed for $10,800 for mechanical cleaning/heavy cleaning.

Further, Steve Donati advised that CP has placed TAM Enterprises on Notice for a potential claim resulting from the emergency manhole repair along Kiel Avenue in Butler with no response.

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman reported that the first draft of the new TBSA service contract is under review within TBSA and counsel. He confirmed that the first draft of the service contract removes PRBRSA's minimum flow requirement.

2.2 TBSA Build-Out Reporting

Administrator Avagnano reported that she has received the requested build-out information from the Borough of Bloomingdale and the Borough of Butler, noting that the requested date for the information was January 31, 2022.

She also reported that TBSA was exploring expansion of the plant, pending nitrate limitation reports, which may result in the opportunity for PRBRSA to secure more capacity for our Members as may be required.

3. TWA APPLICATIONS AND CONNECTION PERMITS

None

4. CONSTRUCTION CONTRACTS

4.1 Emergency Manhole Repairs: Kiel Avenue, Butler

Administrator Avagnano advised of emergency repairs performed on two manholes along Kiel Avenue in Butler on January 8, 2022. She advised that the repairs were made on a time and material quotation by Montana Construction as time restrictions prevented a site visit prior to authorization.

Commissioner Pellegrini questioned the cost of the repairs. Administrator Avagnano confirmed that the repair costs were $13,942 with additional cost for Police traffic control.

Administrator Avagnano also advised that the Authority manhole stock at the Butler DPW is depleted and requested authorization to purchase 8 manhole frames and covers. Treasurer Lampmann advised that the Borough of Butler has received recent complaints on manhole noise and rattling with one traffic incident reported

where the manhole cover lifted. He advised that the complaints are occurring on completion of the CCTV contract where the manhole covers are lifted for pipe access.

Commissioner Pellegrini noted that manholes may be unsettled until grit and materials accumulate essentially as a sealant. Commissioner Desai questioned if the custom manhole lids may be inferior to the generic covers and requested that an inquiry be made to confirm that the manhole covers manufactured for PRBRSA were comparable to generic specifications. Administrator Avagnano confirmed she would follow up and advise.

Following further discussion Treasurer Lampmann moved Resolution No. R-22-1-1 as follows:

RESOLUTION No. R-22-1-1

RESOLUTION FOR EMERGENCY PROCUREMENT OF MANHOLE REPAIR SERVICES

WHEREAS, an emergent need existed for the performance of manhole repair services to avoid adverse impacts resulting from two (2) PRBRSA Manholes that were unsecured along Kiel Avenue and to protect human health and safety; and

WHEREAS, the Authority solicited for proposals regarding emergency manhole repair work from the following contractors:

1. Montana Construction - Fort Lee, NJ
2. Fede Construction - Lincoln Park, NJ
3. National Water Main
4. Joe-Med Contractors - Elizabeth, NJ
5. J. Becker & Son

WHEREAS, Fede Construction and Joe-Med did not provide a response and National Water Main and J. Becker & Son responded that they were unable to provide repair services until January 10, 2022; and

WHEREAS, the Authority received a proposal from Montana Construction Corp, Inc., ("Montana Construction"), 80 Contant Avenue, Lodi, New Jersey, 07644, that advised PRBRSA of its availability to perform the repairs on Saturday, January 8, 2022, at a cost of approximately $10,000 to $15,000; and

WHEREAS, the PRBRSA staff reviewed the proposal received, and authorized Montana Construction to undertake emergency manhole repair services, in an amount not to exceed $15,000.00 without further authorization. Such services were performed on January 8, 2022; and

WHEREAS, the PRBRSA has reviewed the written requisition filed with the Authority by the Authority Administrator requesting ratification of the emergency procurement of manhole repair services; and

WHEREAS, under the Local Public Contracts Law, N.J.S.A. 40A:11-6, a contract may be awarded without public advertising for bids and bidding when an emergency affecting the public health, safety or welfare requires the immediate performance of the services; and

WHEREAS, the Authority is satisfied that, for the reasons articulated in the written requisition dated January 17, 2022, from J. Avagnano, Authority Administrator, attached hereto and made a part hereof, the proposed emergency procurement is justified and meets the requirements of the Local Public Contracts Law and N.J.A.C. 5:34-6.1.

OW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority as follows:

1. The PRBRSA hereby declares that an emergency existed due to the immediate need to obtain manhole repair services.

3. The PRBRSA hereby ratifies the actions of the J. Avagnano, Authority Administrator and ratifies payment of the attached Purchase Order Number 1019.2022.01, Voucher No. C-17-52-1-1 to Montana Construction Corp., Inc., in an amount not to exceed $13,962.53, for the provision of emergency manhole repair services performed on January 8, 2022, and as described in the written requisition dated January 17, 2022, and documents attached hereto.

4. Funds are available in budget line item from the Construction Fund Account (2576006501) under the Capital Budget for this purpose.

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

CERTIFICATION

I hereby certify that this Resolution was adopted at a regularly scheduled meeting of the Pequannock River Basin Regional Sewerage Authority held on January 19, 2022

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

AYES	:	Chairman Verdonik, Commissioners Desai, Lampmann, Maybe, Metcalfe, Pellegrini and Voorman
NAYS	:	None

ABSENT : Commissioner Howard

ABSTAIN : None

5. FINANCIAL MATTERS

5.1 Treasurer's Report: November 30, 2021 and December 31, 2021

Treasurer Lampmann presented two Treasurer's Report as follows:

Treasurer's Report period ending November 30, 2021
Treasurer's Report period ending December 31, 2021

Vice Chairman Voorman moved approval of both Treasurer's reports as presented.

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

AYES : Chairman Verdonik, Commissioners Desai, Lampmann, Maybe, Metcalfe, Pellegrini and Voorman

NAYS : None

ABSENT : Commissioner Howard

ABSTAIN : None

5.2 Annual Budget: FY 2022

Administrator Avagnano advised that the FY 2022 Annual Charges were issued and that the first payment was due on January 15, 2022.

She advised that PRBRSA has received a $317,183 FY 2021 user charge credit from TBSA. Administrator Avagnano added that on discussion with the Chairman she is recommending an $117,183 credit to the municipalities with a $200,000 additional contribution to the Renew and Replacement Fund for FY 2022.

Commissioner Desai clarified that the $200,000 R&R contribution would be above the $300,000 contribution previously made under the FY 2022 budget. She agreed.

After discussions, Chairman Verdonik advised that he was in agreement with the recommended application of the user charge credit. Commissioner

Desai and the Board agreed adding that a reduction in the R&R contribution may be considered in FY 2023.

Treasurer Lampmann motioned that a FY 2022 Budget Amendment be prepared allowing for an $117,183 credit to the Member's Annual Charges and an additional $200,000 contribution to the Renewal and Replacement Fund.

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

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

5.3 FY 2021 Audit

Administrator Avagnano informed the Board that the FY 2021 Audit was in the final stage. She advised that a question was pending on the Draft Summary of Surplus regarding a statement accounting for the Authority's use of retained earnings in FY 2021 to offset annual charges be considered on the final Summary of Surplus.

5.4 Arbitrage Calculation

Administrator Avagnano advised that the final Arbitrage Calculation was performed by bond counsel and concluded with payment to the IRS in the amount of $34,110.68. She further advised that the Authority has an Arbitrage Reserve Fund totaling $43,072.67 to be utilized for the payment resulting in a remaining balance of $8961.98 for reallocation. Vice Chairman Voorman confirmed that the close-out of the General Bond Resolution also closed out the Forward Delivery Agreement. Administrator Avagnano agreed advising that she will be meeting with counsel, bond counsel and the auditor on finalization of the audit to discuss financial recommendations.

Treasurer Lampmann moved Resolution No. R-22-1-2 as follows:

Resolution No. R-22-1-2

RESOLUTION AUTHORIZING A TRANSFER FROM THE 2012 SERIES N ARBITRAGE REBATE RESERVE FUND TO THE REVENUE 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, on January 16, 2008, by Resolution No. R-08-1-1, the Authority established an "Arbitrage Reserve Fund (2002 Series M Bonds)" as a subaccount of the General Fund

WHEREAS, the report of Bond Counsel dated December 23, 2022 determined that, as set forth under Schedule A1 of the Report a positive Rebate Liability and Yield Restriction Liability accrued and a payment in the amount of $34,110.68 is required.

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 19th day of January 2022 as follows:

1. An amount of $34,110.68 of unrestricted/designated net assets currently within the General Fund (Account No. 2576006485) shall be transferred to the Revenue Fund (2576006500) for the Arbitrage Payment due on 1/31/22.

2. Said designation shall decrease the unrestricted/designated net assets within the General Fund from $4,696,421.56 to $4,662,310.88.

3. The Authority Administrator is authorized to submit payment to the Internal Revenue Service in the amount of $34,110.68 by January 31, 2022.

4. The Authority Administrator is directed to forward a copy of this resolution to the Authority's Trustee and auditor.

5. This Resolution shall take effect immediately.

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

AYES : Chairman Verdonik, Commissioners Lampmann, Maybe, Metcalfe, Pellegrini and Voorman

NAYS : None

ABSENT : Commissioner Howard

ABSTAIN : None

6. UNFINISHED BUSINESS

6.1 Appointment of R. Voorman to TBSA Board

Administrator Avagnano returned to Chairman Verdonik' s nomination of R. Voorman's reappointment as PRBRSA's TBSA representative at the Two Bridges Sewerage Authority for another 5 years.

Treasurer Lampmann moved approval of Resolution No. R-22-1-3 as follows:

Resolution No. R-22-1-3

RESOLUTION RE-APPOINTING ROBERT VOORMAN 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 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 19th day of January, 2022, as follows:

1. Robert Voorman is hereby re-appointed to represent the Pequannock River Basin Regional Sewerage Authority as aforesaid commencing on the February 1, 2022 and ending January 31, 2027 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 19, 2022.

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

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

6.2 Unauthorized Connection – Riverdale Claim Matter

Diane Alexander, Esq. advised that Eric Nemeth, Riverdale insurance counsel reached out to her advising that Mr. Nemeth expected the report from Langan within short and that he is anxious to resolve the matter.

Vice Chairman Voorman requested Ms. Alexander's recommendation on the claim matter. Ms. Alexander advised the Board that she recommended allowing Mr. Nemeth the requested two weeks for the insurance counsel to receive the Langan report and make their determinations. She advised that it was promising that Mr. Nemeth made the initial contact in anticipation that after over a year of delays that a settlement may be received shortly.

7. NEW BUSINESS

7.1 QPA Shared Services

Administrator Avagnano advised that the QPA Shared Services Agreement was up for renewal. Treasurer Lampmann added that the QPA Shared Service Agreement was a no cost to the Authority.

In response to a question, Administrator Avagnano advised that on discussion with counsel, the QPA would be appointed annually at the Reorganization meeting in February along with the other appointments adding that current the Shared Services Agreement allows for appointment through February 2023.

Commissioner Desai moved Resolution No. R-22-1-4 as follows:

Resolution No. R-22-1-4

RESOLUTION TO AUTHORIZE A SHARED SERVICES AGREEMENT FOR THE PROVISION OF QUALIFIED PURCHASING AGENT SERVICES BY THE BOROUGH OF BUTLER AND RATIFY PRIOR AGREEMENTS

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "the Authority") requested the assistance of the Borough of Butler with the Authority's purchasing functions, which the Borough has provided by allowing the mutual use of the Borough's Qualified Purchasing Agent, and the Authority has contracted with the Borough of Butler, a contracting unit within the meaning of N.J.S.A. 40A:11-9 (a), and desires to continue to contract for the services of a Qualified Purchasing Agent of the Borough of Butler by means of a Shared Services Agreement as authorized pursuant to that section; and

WHEREAS, pursuant to N.J.S.A. 40A:65-5, local units entering into shared services agreements must adopt a resolution authorizing and clearly identifying the agreement and ensure that a copy of the agreement shall be open to public inspection at the offices of the local unit immediately after passage of a resolution to become a party to the agreement; and

WHEREAS, the parties shall comply with the informational filing requirements required by the Division of Local Government Services in the Department of Community Affairs, pursuant to N.J.S.A. 40A:65-4(a)(3)(b); and

WHEREAS, the Borough of Butler has a Qualified Purchasing Agent in its employ and is agreeable to the use of that employee for the benefit of the Authority in implementing the provisions of the Local Public Contracts Law; and

WHEREAS, N.J.A.C. 5:32-4.3 provides that a government unit which employs a Qualified Purchasing Agent may utilize a higher bid threshold of $44,000.00 pursuant to N.J.S.A. 40A: 11-3(a) and grants the authorization to negotiate and award such contracts below the bid threshold.

. 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 19th day of January, 2022, that James Kozimor is hereby designated as the Qualified Purchasing Agent for the Authority and may perform, under the supervision of the Authority Administrator, the functions and duties of the Qualified Purchasing Agency for the Authority; and

BE IT FURTHERED RESOLVED, as follows:

1. The Qualified Purchasing Agent shall possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and
2. The Qualified Purchasing Agent shall have the authority and responsibility to participate and assist the Authority in preparing and reviewing bid specifications, evaluating bids, seeking or authorizing the solicitation of quotations and otherwise administering the contract requirements of the Authority pursuant to the Local Public

Contracts Law, and conduct any activities as may be necessary or appropriate to the purchasing function of the Authority; and

3. The bid threshold for award of public contracts by the Pequannock River Basin Regional Sewerage Authority is $44,000.

4. The Chairman of the Authority is authorized to execute a Shared Services Agreement with the Borough of Butler, in substantially the form reviewed by the Authority and approved by the Authority Attorney, for a period beginning February, 2022 and terminating on February 28, 2023, which Agreement shall be renewable annually thereafter by resolution appointing the QPA adopted in February of each subsequent year, in accordance with N.J.S.A. 40A:65-4, and subject to the availability and appropriation annually of sufficient funds as may be required to meet the extended obligation, and the Authority hereby acknowledges and ratifies the prior use of such Shared Services since 2017.

5. A copy of the Shared Services Agreement shall be filed in the Division of Local Government Services of the Department of Community Affairs within 20 days of full execution and delivery by the respective Municipal and Authority officials and shall be kept on file and available for public inspection at the respective offices of the parties.

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

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

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

8. CONSENT AGENDA

None

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 414

Treasurer Lampmann presented Operating Request for Payment No. 414 and moved approval as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

SUMMARY OF VOUCHERS FOR OPERATING EXPENSES

Operating Request for Payment No. 414

The following bills have been reviewed and are recommended for approval for payment at the **January 19, 2022** 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-22-1-1	3/1/2020	$ 250.00	Borough of Butler
2)	33.01	OP-22-1-2	10/1/2020	$ 2,759.00	Borough of Butler
3)	24.07	OP-22-1-3	12/5/2021	$ 181.85	J. Avagnano
4)	22.03	OP-22-1-4	12/17/2021	$ 1,239.25	CP Engineers LLC
5)	22.01	OP-22-1-5	12/8/2021	$ 1,462.50	Maraziti Falcon LLP
6)	*	OP-22-1-6	12/13/2021	$ 633,361.00	Pequannock Lincon Park & Fairfield Sewerage Aut.
7)	32.02	OP-22-1-7	1/10/2022	$ 5,111.75	CP Engineers LLC
8)	24.07	OP-22-1-8	1/5/2022	$ 5.00	Dept. of Treasury (Appointment)
9)	24.03	OP-22-1-9	1/4/2022	$ 26.10	J. Avagnano
10)	24.02	OP-22-1-10	12/21/2021	$ 600.00	Navitend
11)	22.04	OP-22-1-11	12/22/2021	$ 3,750.00	Hawkins Delafield & Wood
12)	26.02	OP-22-1-12	1/18/2022	$ 34,110.68	IRS (Arbitrage)
13)	25.02	OP-22-1-13	12/22/2021	$ 1,396.00	Rutgers (QPA Course)
14)	26.04	OP-22-1-14	12/28/2022	$ 585.00	US Bank
15)	24.04	OP-22-1-15	12/3/2021	$ 63.80	Tab Group
16)	24.07	OP-22-1-16	12/8/2022	$ 4.09	JCP&L
17)	33.03	OP-22-1-17	11/30/2021	$ 26.91	Borough of Butler Electric
18)	33.03	OP-22-1-18	12/23/2021	$ 22.57	Borough of Butler Electric
19)	24.07	OP-22-1-19	12/22/2021	$ 1,517.76	Tab Group
20)	25.03	OP-22-1-20	1/3/2022	$ 4,869.00	AEA
21)	33.03	OP-22-1-21	1/3/2022	$ 3,426.00	ADS
22)	24.07	OP-22-1-22	1/5/2022	$ 181.85	J. Avagnano
23)	33.06	OP-22-1-23	1/4/2022	$ 2,850.00	TAM Enterprises (Contract PRB 21-1 - App. 1)
24)	33.03	OP-22-1-24	1/12/2022	$ 410.00	CSL
25)	22.01	OP-22-1-25	1/12/2022	$ 546.00	Maraziti Falcon LLP
26)	22.01	OP-22-1-26	1/12/2022	$ 448.50	Maraziti Falcon LLP
27)	24.07	OP-22-1-27	1/6/2022	$ 4.09	JCP&L
28)	33.02	OP-22-1-28	1/10/2022	$ 1,200.00	Borough of Butler Police Department
29)	22.03	OP-22-1-29	1/13/2022	$ 4,103.62	CP Engineers LLC
30)	32.02	OP-22-1-30	1/10/2022	$ 5,129.32	CP Engineers LLC
			TOTAL:	**$ 709,641.64**	
Amount Paid but not included in Operating Account Transfer					
Adj.	24.04	OP-21-12-13	11/22/2021	$ 63.80	Tab Group
			TOTAL:	**$ 709,705.44**	

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

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

Construction Fund Disbursements

9.2 Construction Disbursement Requisition

Treasurer Lampmann presented and moved Construction Disbursements C-17-52 as follows:

	AUTHORITY ACCOUNT #	VOUCHER NUMBER	VOUCHER DATE	PAYMENT AMOUNT	PAYEE
1)	120328C3	C-17-52-1-1	1/17/2022	$13,962.53	Montana Construction
	TOTAL DISBURSEMENTS			**$13,962.53**	

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

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

10. PERSONNEL MATTERS

At 6:53 pm, Commissioner Metcalfe motioned to enter into closed session to discussion personnel matters and moved Resolution No. R-22-1-5 as follows:

Resolution No. 22-1-5

RESOLUTION AUTHORIZING CLOSED SESSION PURSUANT TO THE OPEN PUBLIC MEETINGS ACT

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 19th day of January, 2022 as follows:

3. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Act, in order to discuss contract negotiations/personnel relevant to the Authority Administrator Contract.
4. The Minutes of the Closed Session relating to contract negotiations/personnel shall be available to the public as required by law and as soon as the matters under discussion are fully resolved as between the parties and are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect as provided by law.

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

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

At 7:01 PM Commissioner Metcalfe motioned to return to the regular meeting agenda.

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

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

OPEN MEETING FOR PUBLIC COMMENT

Vice Chairman Voorman opened the meeting to the public. No public was present. The Board confirmed the February 16th meeting date at 6:00 pm.

Vice Chairman Voorman closed the public portion of the meeting.

ADJOURNMENT

At approximately 7:11 pm, Commissioner Desai moved to adjourn the regular meeting. That motion was seconded by Treasurer Lampmann and approved unanimously on voice vote.

At approximately 7:11 pm the meeting was adjourned.

Respectfully submitted,

Jamie Avagnano
Recording Secretary

Enclosures: Treasurer's Report for the period ending November 30, 2021
Treasurer's Report for the period ending December 31, 2021