

## MEETING MINUTES

### PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

July 16, 2025

Minutes of the Regular Meeting of the **Pequannock River Basin Regional Sewerage Authority** held on July 16, 2025, at the Borough of Butler. Chairman Verdonik called the meeting to order at approximately 6:00 p.m.

#### ROLL CALL

On roll call:

**PRESENT** : Chairman Verdonik, Commissioners Croop, Desai, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

**ABSENT** : None

**ALSO PRESENT** : Jamie Avagnano, Authority Administrator;  
Diane Alexander, Esq., Maraziti, Falcon, LLP

#### OPEN PUBLIC MEETING STATEMENT

Administrator Avagnano read 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 meeting information was available on the PRBRSA webpage for public access, provided to the municipal clerks and noticed in the Authority's official newspapers.

#### ADOPTION OF MINUTES

1. **Meeting Minutes: June 18, 2025**

Vice Chairman Voorman moved acceptance of the June 18, 2025 regular meeting minutes. That motion was seconded by Treasurer Lampmann and approved on the following roll call vote:

**AYES** : Chairman Verdonik, Commissioners Croop, Desai, Lampmann, Mabey, Pellegrini, Voorman and Wilkes

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : None

## **OPERATIONAL REPORT**

### **1. SYSTEM OPERATIONS**

#### **1.1 Flow Report**

Chairman Verdonik referenced the June Flow Report, noting that flows were reduced during June due to insufficient rainfall.

With regard to the July 14, 2025 rain event, Chairman Verdonik cited real-time flow data indicating that the P-4 total flows increased from 1.69 mgd at 4:15 pm to 7.77 mgd by 7:30 pm, corresponding with reports of over 3 inches of rainfall within a three-hour period.

Secretary Desai requested that the administrator reissue the real-time login information to the Board.

#### **1.2 TBSA Flow Report (Budget vs. Actual)**

Chairman Verdonik observed that PRBRSA/TBSA annual flows are nearing the 1.85 minimum which could be reached after the July rains.

#### **1.3 ARC GIS**

Steve Donati, P.E., was absent. Jamie Avagnano reported that the GIS verification project is close to completion, with one additional day with the Butler crew anticipated for the end of July. For six manholes that are reportedly buried, there is a possibility that this work can be completed under OM-1 with Butler.

Concerning a manhole in Riverdale that appears to be covered by a retaining rock wall, Commissioner Pellegrini stated that the quarry owners are still operating and may be responsible for removing the barrier. Jamie Avagnano will follow up with Riverdale to obtain contact information and provide an update.

### **2. TBSA ACTIVITIES**

#### **2.1 Status Update**

Vice Chairman Voorman provided an update on TBSA activities. He stated that there were no reported plant issues resulting from the recent rainstorm. He also

noted that two construction projects are underway and that the roof replacement has been completed.

Concerning the upcoming budget, Vice Chairman Voorman indicated that TBSA is proceeding with a 3.3% increase in Annual Charges prior to the application of any surplus. This increase is primarily attributed to anticipated rises in health insurance benefit costs. The adjustment is lower than the initial estimate of 5% and represents an approximate \$136,000 increase for PRBRSA.

### **3. TWA APPLICATIONS AND CONNECTION PERMITS**

None

### **4. CONSTRUCTION CONTRACTS**

#### **4.1 Riverdale Lining Project**

Jamie Avagnano referenced Steve Donati's summary project report, noting that PRBRSA is currently waiting for environmental comments before receiving the authorization to advertise from NJIB.

With respect to the spiral wound liner, Steve indicated that there are six extended sections of 30" pipe that may present challenges for splicing. CP and the manufacturer are continuing to review the plans to address these concerns.

### **5. FINANCIAL MATTERS**

#### **5.1 Treasurer's Report: June 30, 2025**

Treasurer Lampmann presented the Treasurer's Report for the period ending June 30, 2025. Vice Chairman Voorman moved approval as presented.

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

<b>AYES</b>	:	Chairman Verdonik, Commissioners Croop, Desai, Lampmann, Mabey, Pellegrini, Voorman and Wilkes
<b>NAYS</b>	:	None
<b>ABSENT</b>	:	None
<b>ABSTAIN</b>	:	None

## **5.2 Preliminary FY 2026 Budget**

Jamie Avagnano referenced the preliminary budget, which included proposed annual charge increases of 1% and 2% to address an anticipated 5% increase from TBSA. However, Vice Chairman Voorman reported that TBSA's projected increase would be reduced to 3.3%. Based on this updated information, Ms. Avagnano recommended maintaining the budget values as presented in June, with no changes to PRBRSA contributions. Secretary Desai confirmed that the Renewal and Replacement and Capital Fund should also maintain their contribution levels for 2025, all agreed. After discussion, the Board supported proceeding with a 1% increase in 2026 annual charges to offset the 3.3% adjustment by TBSA.

In a matter unrelated to the budget, Jamie Avagnano reported that Wells Fargo now requires online banking with dual custody for wire transfers and will no longer process transactions in person at the branch. She advised that Treasurer Lampmann has been assigned as the authorized secondary approver for the account. The Chairman expressed appreciation to Treasurer Lampmann for accepting this responsibility.

## **6. UNFINISHED BUSINESS**

None

## **7. NEW BUSINESS**

### **7.1 QPA Threshold**

Chairman Verdonik advised that the QPA threshold for Authorities with a QPA has been increased from \$44,000 to \$53,000 and requested approval of Resolution No. R-25-7-1.

Treasurer Lampmann moved Resolution R-25-7-1 as follows:

### **RESOLUTION ADOPTING INCREASED LOCAL PUBLIC CONTRACTS LAW BID THRESHOLD FOR THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY**

WHEREAS, P.O. 2009,c.166 amended Local Public Contracts Law by creating and formalizing the Qualified Purchasing Agent (QPA) program to permit contracting agencies with a QPA to take advantage of the higher bid threshold; and

WHEREAS, by Resolution No. R-25-2-9 dated February 19, 2025, the Pequannock River Basin Regional Sewerage Authority appointed a Qualified Purchasing Agent (QPA) in accordance with N.J.S.A.40A:11-9(b); and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-3 bidding threshold was recently increased pursuant to N.J.S.A. 40A:11-3(c) from \$44,000 to \$53,000;

NOW, THEREFORE, BE IT RESOLVED that the Pequannock River Basin Regional Sewerage Authority, Morris and Passaic Counties, State of New Jersey, hereby authorizes the QPA to award contracts without public advertising for bids up to the new threshold of \$53,000, consistent with the Adjustment to Public Bidding attached hereto; and

BE IT FURTHER RESOLVED that a Certified copy of this resolution be maintained in accordance with the law.

Certified to be a true and correct copy of a resolution adopted by the Authority at its regular meeting on July 16, 2025.

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

<b>AYES</b>	:	Chairman Verdonik, Commissioners Croop, Desai, Lampmann, Mabey, Pellegrini, Voorman and Wilkes
<b>NAYS</b>	:	None
<b>ABSENT</b>	:	None
<b>ABSTAIN</b>	:	None

**8. CONSENT AGENDA**

None

**9. PAYMENT OF BILLS**

**9.1 Operating Request for Payment No. 454**

Treasurer Lampmann presented Operating Request for Payment No. 454 and moved approval with one exception to line 12 of the Bill List: Borough of Butler – Electric - revision from \$17.13 to \$17.49 noting the voucher and check are correct:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY					
SUMMARY OF VOUCHERS FOR					
OPERATING EXPENSES					
Operating Request for Payment No. 454					
The following bills have been reviewed and are recommended for approval for payment at the					
July 16, 2025 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-25-7-1	4/12/2024	\$ 250.00	Borough of Butler (Rent July )
2)	33.01	OP-25-7-2	10/1/2024	\$ 2,942.00	Borough of Butler (OM-1 July)
3)	24.07	OP-25-7-3	7/9/2025	\$ 230.17	J. Avagnano (Email)
4)	33.01	OP-25-7-4	6/30/2025	\$ 4,680.00	CSL (flow metering)
5)	22.01	OP-25-7-5	7/8/2025	\$ 1,521.00	Maraziti Falcon LLP (gen. counsel - June)
6)	33.05	OP-25-7-6	7/7/2025	\$ 69,341.28	NJIB - Wire Only (NJEIT 2015 Loan)
7)	22.03	OP-25-7-7	7/8/2025	\$ 5,919.61	CP Engineers LLC (General Engineering)
8)	32.02	OP-25-7-8	7/8/2025	\$ 2,738.25	CP Engineers LLC (Riverdale project evaluation engineering)
9)	22.05	OP-25-7-9	7/9/2025	\$ 8,290.62	Borough of Butler (admin reimbursement-Benefits)
10)	22.05	OP-25-7-10	7/9/2025	\$ 34,867.83	Borough of Butler (admin reimbursement-Payroll)
11)	*	OP-25-7-11	1/6/2025	\$ 1,039,313.00	Peq. Lincoln Park & Fairfield Sew. Auth, (Qtr 3rd)
12)	33.03	OP-25-7-12	6/26/2025	\$ 17.49	Butler Electric Amended from \$17.13 per J. Lampmann
13)	33.03	OP-25-7-13	7/9/2025	\$ 4.65	JCP&L
14)	33.01	OP-25-7-14	7/14/2025	\$ 1.00	Butler Properties LLC (access agreement)
TOTAL:			\$ 1,170,116.90		
Respectfully Submitted,					
* \$27.00	\$59,592.00				Jamie Avagnano
\$13.00	\$228,939.00				Authority Administrator
\$35.00	\$750,782.00				
	\$1,039,313.00				

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

**AYES** : Chairman Verdonik, Commissioners Croop, Desai  
Lampmann, Mabey, Pellegrini, Voorman and  
Wilkes

**NAYS** : None

**ABSENT** : None

**ABSTAIN** : None

### **OPEN MEETING FOR PUBLIC COMMENT**

The meeting was opened to the public. There being no public present, Chairman Verdonik closed the public portion of the meeting.

### **ADJOURNMENT**

At approximately 6:20 pm, Secretary Desai moved to adjourn the regular meeting. That motion was seconded by Treasurer Lampmann and approved unanimously on voice vote.

At approximately 6:20 pm, the meeting was adjourned.

Respectfully submitted,

*Jamie Avagnano*

Jamie Avagnano, Recording Secretary

Enclosure: Treasurer's Report for the period ending June 2025.