MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

March 16, 2022

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on March 16, 2022 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 Desai, Howard, Lampmann, Mabey, Metcalfe, Pellegrini and Voorman
ABSENT	:	None
ALSO PRESENT	:	Jamie Avagnano, Authority Administrator; Diane Alexander, Esq., Maraziti Falcon, LLP, Stephen Donati, P.E., CP Engineers

OPEN PUBLIC MEETING STATEMENT

Chairman Verdonik 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 meeting time change 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: Regular Meeting – February 16, 2022

Treasurer Lampmann moved acceptance of the minutes of the February 16, 2022 regular meeting. That motion was seconded by Commissioner Mabey and approved on the following roll call vote:

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

ABSENT : None

ABSTAIN : Commissioners Desai and Howard

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Contract OM-7 and Flow Report

Chairman Verdonik presented the flow report highlighting the fact that PRBRSA Meter P-4 and TBSA M-15 were tracking within 2% for the month.

Administrator Avagnano added that a meeting was scheduled with Steve Donati and CSL for April 12th. She also advised that the cloud-based program training will be provided during the meeting at which time she would request establishing "view access" for the Board Members. All agreed.

1.2 TBSA Flow Report (Budget vs. Actual)

Chairman Verdonik referenced the memorandum on the TBSA vs. PRBRSA flows ending February 2022 noting that the Authority was in a reasonable position for the period.

1.3 Contract PRB 21-1

Steve Donati, P.E. advised all reports were submitted by TAM Enterprises under Contract PRB 21-1 and the videos are of good quality. He reported that with approval of Change Order 1 for debris removal the total contract price came in under budget by $9,685.00.

Steve Donati, P.E., Consulting Engineer, recommended close-out of Contract PRB 21-1 and approval of Change Order 1.

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

Resolution No. R-22-3-1

RESOLUTION ACCEPTING THE WORK PERFORMED FOR SANITARY INTERCEPTOR SEWER CLEANING AND INTERNAL VIDEO INSPECTION PROJECT CONTRACT NO. PRB 21-1; AUTHORIZING CHANGE ORDER NO. 1; AUTHORIZING FINAL PAYMENT

WHEREAS, pursuant to Resolution No. R-21-9-1, the Pequannock River Basin Regional Sewerage Authority (hereinafter the "Authority") authorized the award of a contract for providing Sanitary Sewer Cleaning and Internal Video Inspection of sanitary

sewers in the Boroughs of Bloomingdale and Butler Project, Contract No. PRB 21-1 (hereinafter Contract No. PRB 21-1) to TAM Enterprises, Inc., having a business address at 114 Harley Road, Goshen, NY, 10924 (hereinafter "TAM Enterprises") for the Total Bid Amount of $154,945.05; and

WHEREAS, Contract No. PRB 21-1 was fully executed on September 29, 2021; and

WHEREAS, by letter dated March 15, 2022 to the Authority, CP Engineers, has recommended to the Pequannock River Basin Regional Sewerage Authority final acceptance of this project and final payment; and

WHEREAS, the Authority is in receipt of Change Order No. 1 decreasing the contract amount by $15,700.00 based upon a Schedule of Values Line 5 and Line 7 adjustment for unused balances and increasing the contract in the amount of $6,015.00 for removal of concrete blockage in manhole E7; and

WHEREAS, the final contract value is $145,260.05 based on an original contract value of $154,945.05 and Change Order No. 1; and

WHEREAS, the Authority has made payments to TAM Enterprises in the total amount of $100,932.21, leaving a remaining contract balance of $44,327.84, which includes all retainage withheld.

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 16th day of March, 2022 as follows:

1. The Authority hereby determines that on the date of the adoption of this Resolution, the work performed by TAM Enterprises is finally complete and acceptable as to Contract No. PRB 21-1 and this Resolution shall be deemed the Notice of Completion required by the contract documents and shall remain on file at the offices of the Authority.
2. The Authority hereby approves and authorizes execution of Change Order No. 1, which decreases the contract amount by $9,685.00.
3. The Authority approves Payment Application No. 2 in the remaining contract balance of $44,327.84, which amount includes all retainage withheld, as the final payment to TAM Enterprises.
4. Funds are certified to be available from the Capital Budget in the amount of $44,327.84 as final payment to TAM Enterprises for Contract No. PRB 21-1 in accordance with this Resolution.
5. The Authority's staff and consultants are authorized to take all actions necessary to effectuate this Resolution.
6. This Resolution shall take effect immediately.

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

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

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman reported on the activities Two Bridges. He advised that all TBSA construction projects were complete. He added that TBSA is still awaiting the build out projections from PRBRSA and one other participant.

2.2. TBSA Build-Out Request

Commissioner Desai advised that he would be submitting Riverdale's projections later that evening.

Commissioner Howard suggested that for the projected buildout annual flow readings the Authority use the 10 year average or the highest annual flow recording over a 10 year period. He explained that by using the 10 year historical reading the annual flow would take into account variable weather conditions. The Board agreed. Commissioner Howard requested that Mr. Donati recalculate Bloomingdale's projections based on a mix of 3 bedroom, 2 bedroom and 1 bedroom units in lieu of using all 3 bedroom units. Mr. Donati responded that he would prepare the adjustments.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 No. 69 Hamburg Turnpike

Administrator Avagnano advised that she received information on #69 Hamburg Turnpike, providing that Passaic County is requiring an infra-red patch be applied to the street opening fronting the property. She advised that a quote was pending for the patch.

Chairman Verdonik also referenced a Passaic County invoice for additional inspection services related to No. 69 Hamburg Turnpike. Administrator Avagnano added that the contractor refuted the charges since Passaic County required the work to be performed on that day with no mention of holiday rates. That argument was denied. Construction Disbursement C-17-54 includes payment to Brute Contracting for reimbursement of the County fees.

4. CONSTRUCTION CONTRACTS

None

5. FINANCIAL MATTERS

5.1 Treasurer's Report: February 28, 2022

Treasurer Lampmann presented and moved the Treasurer's Report for the period ending February 28, 2022.

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

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

5.2 Annual Budget: FY 2022 Amendment 1

Administrator Avagnano advised that Budget Amendment 1 was approved by DLGS on February 23, 2022 and that the revised annual charge certifications were issued on March 2nd, with the credit applied to the April 15th due date.

Per Budget Amendment 1, Administrator Avagnano requested approval of Resolution No. R-22-3-2 transferring the funds from the Revenue Fund to the Renewal & Replacement Fund as previously discussed.

Treasurer Lampmann moved Resolution No. R-22-3-2 as follows:

Resolution No. R-22-3-2

RESOLUTION AUTHORIZING A TRANSFER FROM THE REVENUE FUND TO THE RENEWAL AND REPLACEMENT 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 Renewal and Replacement Fund for rehabilitation of the PRBRSA System; and

WHEREAS, the Authority's FY 2022 Amendment 1 authorizes and additional contribution to the Renewal and Replacement Fund in the account of $200,000.00 for future projects.

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 16th day of March 2022 as follows:

1. An amount of $200,000.00 of unrestricted/undesignated net assets currently within the Revenue Fund (Account No. 2576006500) shall be designated as a reserve within the Renewal and Replacement Fund (2576006476).

2. Said designation shall increase the unrestricted/designated net assets within the Renewal and Replacement Fund from $ 604,509.46 to $804,509.46.

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

4. This Resolution shall take effect immediately.

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

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

5.3 Operating Account

Administrator Avagnano advised that on speaking with Wells Fargo regarding the operating account monthly fees, she recommended updating the account to a Basic Bundle Checking which included ACH transfers and fraud protection. She commented that the set up may be more involved yet the package offered considerable protection with reduced monthly client fees. The Board agreed.

Commissioner Mabey commented that it may be worthwhile to investigate switching banking establishments if the fees begin to climb again after the changeover.

6. UNFINISHED BUSINESS

6.1 Unauthorized Connection

Nothing to report.

6.2 Personnel Matters

The Closed Session for personnel matters occurred following public comments.

7. NEW BUSINESS

7.1 Insurance Consultant Agreements

Administrator Avagnano presented Stanford Risk's insurance consultant proposals for general insurance review and insurance review for construction/contract specifications. She advised that Stanford Risk was proposing no change in pricing from 2021. She added that for FY 2021 Stanford Risk's charges were well under the budget authorization for both general policy and contract specifications review.

Commissioner Desai moved Resolution No. R-22-3-3 as follows:

Resolution No. R-22-3-3

RESOLUTION TO AWARD CONTRACT TO STANFORD RISK MANAGEMENT SERVICES, INC. FOR INSURANCE CONSULTATION SERVICES AS EXTRAORDINARY UNSPECIFIABLE SERVICES

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("Authority") desires to retain the services of an insurance and risk management consultant to provide services associated with its annual insurance coverages; and

WHEREAS, the Authority is authorized by N.J.S.A. 40A:11-5(1)(m) to award a contract for the provision of annual insurance and related risk management consultant services as extraordinary unspecifiable services; and

WHEREAS, the Authority has reviewed the Certification of the Consulting Engineer of even date delivered in accordance with the regulations of the Division of Local Government Services;

WHEREAS, the Treasurer has confirmed that funds are available for these services under line item 23.08 Insurance consultant in the amount of $1,500.

NOW, THEREFORE, BE IT RESOLVED, by the Pequannock River Basin Regional Sewerage Authority, in the State of New Jersey on this 16th day of March 2022 as follows:

1. The Authority does hereby name and designate John Campanile of Stanford Risk Management Services, Inc. to provide insurance and related risk management consultant services as required and subject to the requirements of the Local Public Contracts Law.
2. The Chairman is authorized to execute an agreement therewith for the provision of such services in accordance with the proposal of February 26, 2022, which agreement shall provide for compensation at the rate of $175.00 an hour, not to exceed $1,400.00 without further approval, including out of pocket expenses.
3. This contract shall be awarded for the provision of extraordinary unspecifiable services pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and pursuant to N.J.S.A. 40A:11-5(1)(m). The contract is awarded subject to the requirements that evidence of Professional Liability Insurance be provided prior to the expiration date of the current policy, that coverage be maintained at the level of $1,000,000 each claim/$2,000,000 aggregate and that the agreement with Stanford Risk Management Services, Inc. provides that notice shall be sent to the Authority 90 days prior to any cancellation of coverage.
4. The Secretary is authorized and directed to cause a notice of this Resolution to be published in the official newspaper of the Authority concerning the appointments of the aforesaid consultant within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, and other implementing actions of the Authority. The agreements for services shall be on file and available for inspection by members of the public in accordance with law.
5. This Resolution shall take effect as provided by law.

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

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

Commissioner Desai moved Resolution No. R-22-3-4 as follows:

Resolution No. R-22-3-4

RESOLUTION TO AWARD CONTRACT TO STANFORD RISK MANAGEMENT SERVICES, INC. FOR INSURANCE CONSULTATION SERVICES FOR CONSTRUCTION PROJECTS AS EXTRAORDINARY UNSPECIFIABLE SERVICES

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("Authority") engaged the services of Stanford Risk Management Services, Inc. ("Stanford Risk Management") to perform insurance consultant services pursuant to Resolution R-22-3-4 of March 16, 2022; and

WHEREAS, in the event the Authority engages in rehabilitation projects or construction project(s) which require consultation services to review and analyze risks under the contract and recommendations on appropriate types of coverages to mitigate those risks, and verification that the contractor and any subcontractors are in compliance with contract specifications; and

WHEREAS, the Authority has determined the consultation services required for rehabilitation/construction projects are more expansive than those covered within the annual insurance consultation services renewal with Stanford Risk; and

WHEREAS, the Authority is authorized by N.J.S.A. 40A:11-5(1)(m) to award a contract for the provision of annual insurance and related risk management consultant services as extraordinary unspecifiable services; and

WHEREAS, the Authority has reviewed the Certification of the Authority Administrator of even date delivered in accordance with the regulations of the Division of Local Government Services;

WHEREAS, the Treasurer has confirmed that funds are available for these services within the Construction Fund Account per the Capital Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Pequannock River Basin Regional Sewerage Authority, in the State of New Jersey on this 16th day of March 2022 as follows:

1. The Authority does hereby name and designate John Campanile of Stanford Risk Management Services, Inc. to provide additional insurance and related risk management consultant services as required and subject to the requirements of the Local Public Contracts Law, for construction projects.
2. The Chairman is authorized to execute an agreement therewith for the provision of such services in accordance with the proposal of February 26, 2022, which agreement shall provide for compensation at the rate of $175.00 an hour, not to exceed $5,000.00 without further approval, including out of pocket expenses.
3. This contract shall be awarded for the provision of extraordinary unspecifiable services pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and pursuant to N.J.S.A. 40A:11-5(1)(m). The contract is awarded subject to the requirement that the agreement with Stanford Risk Management Services, Inc. provides that notice shall be sent to the Authority 90 days prior to any cancellation of coverage.
4. 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 Desai, Howard, Lampmann, Mabey, Pellegrini and Voorman
NAYS	:	Commissioner Metcalfe
ABSENT	:	None
ABSTAIN	:	None

7.2 Computer Consultant Contract

Administrator Avagnano requested that the Board renew the 2 year authorization for Up & Running for computer consultant/IT on-call services. She further advised that Up & Running was proposing a $50 per year increase for on-call services with no increase in hourly rates. In response to Commissioner Desai's question, Ms. Avagnano advised that Up & Running oversees the Intermedia email accounts, cloud storage as well as any business calls for the PRBRSA laptop.

8. CONSENT AGENDA

The Consent Agenda was read as follows:

- R-22-3-3 – Stanford Risk Insurance Consultant – General Policy Review
- R-22-3-4 – Stanford Risk Insurance Consultant – Contract/Construction Review
- R-22-3-5– Up & Running Computer Consultant Contract Renewal
- R-22-3-6 – Indemnification Resolution for Authority Members

Commissioner Metcalfe requested that the resolutions for Stanford Risk be removed from the consent agenda. – See above.

Commissioner Desai moved the consent agenda as follows:

- R-22-3-5– Up & Running Computer Consultant Contract Renewal
- R-22-3-6 – Indemnification Resolution for Authority Members

Resolution No. R-22-3-5

RESOLUTION AWARDING CONTRACT FOR PROVISION OF COMPUTER CONSULTATION SERVICES

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("the Authority") requires computer consultation services to support its previously established electronic communications system (email) and website; and

WHEREAS, the computer consultant Up & Running ("the Consultant"), of Randolph, New Jersey, has agreed to provide such general computer consultation services on an as needed basis; and

WHEREAS, by proposal dated March 7, 2022 the Consultant proposes to provide services at a not-to-exceed fee of $1,400.00 per year over the two-year term; and

WHEREAS, the Consultant will submit periodic invoices not more frequently than monthly for work completed; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. does not require public bidding in this situation because the contract is for the provision of extraordinary unspecifiable services; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. does not require that the Authority solicit at least two competitive quotations, as the agreed-on amount does not exceed 15% of the bid threshold, or $2,625.00.

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 16th day of March, 2022 as follows:

1. The Chairman is authorized and directed to sign an agreement in a form approved by the Authority Attorney providing for general computer consultation services on an as needed basis to support the previously established electronic communications system (email) and website in accordance with the March 7, 2022 proposal of Up & Running at a not-to-exceed fee of $1,400.00.

2. The Secretary is authorized and directed to cause a notice of this Resolution to be published in the official newspaper of the Authority concerning the appointments of the aforesaid consultant within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, and other implementing actions of the Authority. The agreements for services shall be on file and available for inspection by members of the public in accordance with law.

Resolution No. R-22-3-6

RESOLUTION TO AUTHORIZE THE DEFENSE AND INDEMNIFICATION OF THE MEMBERS AND EMPLOYEES OF THE PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

WHEREAS, there exists a need to protect the past and present members and employees of the Pequannock River Basin Regional Sewerage Authority ("PRBRSA") from the monetary costs of fines, penalties, damages, settlements, costs and legal fees associated with the defense of any civil or criminal actions which may be brought from this day forward against the PRBRSA, or any such members or employees, as the result of any action(s) or omission(s) relating to the duties of such member or employee to the PRBRSA; and

WHEREAS, the PRBRSA desires to provide such protection for its past and present members and employees from the financial consequences of any such civil or criminal action to

the extent permitted by law and, therefore, provided that such alleged action or omission does not constitute actual fraud, actual malice, willful misconduct or an intentional wrong in the judgment of the PRBRSA;

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 16th day of March, 2022 as follows:

1. The PRBRSA shall, to the extent permitted by law, provide a defense and indemnification to the past and present members and employees of the PRBRSA and, therefore, shall pay or otherwise reimburse the past and present members and employees of the PRBRSA for all fines, penalties, damages, costs and legal fees associated with any civil or criminal action which may be brought after the adoption of this Resolution against such members or employee based upon an act or omission of that member or employee arising out of and directly relating to the lawful exercise of his or her official duties or under color of his or her authority.

2. In any case where the PRBRSA provides a defense to a member or employee, it is authorized and directed to make direct payments to counsel or reimburse the member or employee for the costs associated with his or her defense upon the approval by the PRBRSA of proper vouchers submitted therefore, but in no case shall the PRBRSA be authorized to pay or reimburse for legal fees and expenses exceeding those customarily charged for legal services in the defense of such actions.

3. For the purposes of this Resolution, the term "member" shall include any and all persons appointed by the governing bodies of the constituent municipalities pursuant to N.J.S.A. 40:14A-4.

4. Any person seeking the provision of a defense and indemnification under the policy enunciated in this Resolution shall give prompt notice to the PRBRSA of the pendency of any such civil or criminal action for which payment or reimbursement is sought, at which time the PRBRSA shall by Resolution implement the provisions set forth herein.

5. It is within the sole discretion of the PRBRSA, in any action where the provision of such a defense and indemnification is sought by a member or employee, to:

a. Provide a defense by an attorney chosen by the PRBRSA;

b. Provide a defense by an attorney of the member or employee's choosing; or

c. Assert the PRBRSA's right under any appropriate insurance policy which requires the insurer to defend and indemnify.

6. Notwithstanding the foregoing, the PRBRSA may refuse to provide for the defense or to indemnify any past or present member or employee of the PRBRSA in any action referred to above or recover any amounts paid on behalf of such member or employee for such defense if in its sole discretion it has reason to conclude that the act or omission was:

a. Not within the scope of such member or employee duties or was carried out in an individual capacity;

b. The subject matter of any action brought by the PRBRSA against the member or employee;

c. A violation of the Local Government Ethics Law (P. L. 1991, c. 29); or

d. Due to actual fraud, actual malice, willful misconduct or an intentional wrong.

7. Nothing in this Resolution shall require the PRBRSA to pay for punitive or exemplary damages resulting from the commission of a crime, actual fraud, actual malice, willful misconduct or an intentional wrong. However, the PRBRSA may indemnify an official or employee for punitive or exemplary damages provided the Board determines the acts complained of did not constitute a crime, actual fraud, actual malice, willful misconduct or an intentional wrong. Such a determination shall be made by Resolution of the Board.

8. In the event a contested matter, to which this Resolution is applicable, is resolved by way of settlement, the PRBRSA may take into account the facts, circumstances, and allegations which led to the settlement in its determination of whether it may, subject only to the provisions of paragraph 6, indemnify such past and/or present member(s) and/or employee(s) against whom such settled claims had been made.

9. It is the intention of this Resolution to set forth the policy of the PRBRSA with respect to the defense and indemnification of persons associated with the PRBRSA in the management of its affairs and business to the maximum extent permitted by law, and if any provision hereof or the application hereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions of this Resolution and to this end the provisions hereof are declared to be severable.

10. The policy set forth in this Resolution is prospective and shall take effect immediately, but shall automatically expire unless re-authorized at each annual reorganization meeting of the Authority.

11. 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 Desai, Howard, Lampmann, Mabey, Metcalfe, Pellegrini and Voorman
NAYS	:	None

ABSENT : None

ABSTAIN : None

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 416

Treasurer Lampmann presented Operating Request for Payment No. 416 as presented and moved approval as follows:

OPERATING EXPENSES

Operating Request for Payment No. 416

The following bills have been reviewed and are recommended for approval for payment at the **March 16, 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-22-3-1	3/1/2020	$ 250.00	Borough of Butler
2)	33.01	OP-22-3-2	10/1/2020	$ 2,759.00	Borough of Butler
3)	24.07	OP-22-3-3	3/4/2022	$ 191.84	J. Avagnano
4)	22.03	OP-22-3-4	3/10/2022	$ 2,175.00	CP Engineers LLC
5)	22.01	OP-22-3-5	3/9/2022	$ 936.00	Maraziti Falcon LLP
6)	24.04	OP-22-3-6	3/8/2022	$ 352.37	J. Avagnano
7)	32.02	OP-22-3-7	3/10/2022	$ 1,682.71	CP Engineers LLC
8)	33.01	OP-22-3-8	3/10/2022	$ 2,060.00	CSL
9)	33.06	OP-22-3-9	3/10/2022	$ 44,327.84	TAM
10)	33.03	OP-22-3-10	2/28/2022	$ 12.81	Borough of Butler Electric
11)	24.03	OP-22-3-11	2/16/2022	$ 58.00	Paul Metcalfe
12)	24.07	OP-22-3-12	2/20/2022	$ 51.29	North Jersey Media
13)	24.07	OP-22-3-13	2/20/2022	$ 56.92	North Jersey Media
14)	24.07	OP-22-3-14	2/20/2022	$ 78.20	North Jersey Media
15)	24.07	OP-22-3-15	2/20/2022	$ 68.82	North Jersey Media
16)	24.07	OP-22-3-16	2/23/2022	$ 97.62	North Jersey Media
17)	24.02	OP-22-3-17	3/4/2022	$ 150.00	Up & Running
18)	24.02	OP-22-3-18	2/22/2022	$ 25.00	Navitend
19)	22.01	OP-22-3-19	3/9/2022	$ 312.00	Maraziti Falcon LLP (BP-Feb.)
20)	33.01	OP-22-3-20	2/25/2022	$ 3,272.71	NYS&W RR (annual license)
21)	24.07	OP-22-3-21	3/8/2022	$ 4.09	JCP&L
	Oper. Acct			$ 5,000.00	Replenish Operating Account Reserve
			TOTAL:	**$ 63,922.22**	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

Construction Fund Disbursements

9.2 Construction Disbursement Requisition No. C-17-54

Treasurer Lampmann presented the bills as listed on Construction Fund Disbursement Requisition No. C-17-54 and moved approval as follows:

	AUTHORITY ACCOUNT #	VOUCHER NUMBER	VOUCHER DATE	PAYMENT AMOUNT	PAYEE
1)	120328C2	C-17-54-3-1	3/10/2022	$ 1,722.66	CP Engineers (debris removal)
2)	120328C2	C-17-54-3-2	2/28/22	$ 140.00	Stanford Risk (Contract review)
3)	120328C2	C-17-54-3-3	3/10/22	$ 807.88	Brute Contracting (inspection)
	TOTAL DISBURSEMENTS			**$2,670.54**	

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

OPEN MEETING FOR PUBLIC COMMENT

Chairman Verdonik opened the meeting to the public. With no public present Chairman Verdonik requested a motion to enter closed session for personnel matters.

CLOSED SESSION:

Commissioner Pellegrini moved to Resolution No. R-22-3-7 for personnel matters.

Resolution No. 22-3-7

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 16th day of March, 2022 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 Act, in order to discuss contract negotiations/personnel relevant to the Authority Administrator Contract.
2. 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.
3. This Resolution shall take effect as provided by law.

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

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

At approximately 6:30 the meeting entered closed session.

At approximately 6:45 pm, Commissioner Pellegrini moved to return to the regular meeting.

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

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

ABSENT : None

ABSTAIN : None

Chairman Verdonik requested a motion approving a salary increase for the Authority Administrator in the amount of $3,000 retroactive to January 2022. Chairman Verdonik reported that the Board agreed to grant an annual $1,000 stipend for the QPA Certification, commencing the first year of completion.

Commissioner Metcalfe moved approval of the 2022 salary adjustment.

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

ADJOURNMENT

At approximately 6:50 pm, Commissioner Lampmann moved to adjourn the regular meeting. That motion was seconded by Commissioner Pellegrini and approved unanimously on voice vote.

At approximately 6:50 pm, the meeting was adjourned.

Respectfully submitted,

Jamie Avagnano
Recording Secretary

Enclosures: Treasurer's Report for the period ending February 28, 2022