

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

May 19, 2021

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on May 19, 2021. Chairman Verdonik called the meeting to order at approximately 5:00 p.m.

ROLL CALL

On roll call:

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

ABSENT : None

ALSO PRESENT : Jamie Avagnano, Authority Administrator;
Christopher H. Falcon, Esq., Maraziti, Falcon, LLP
Daniel D. Kelly, P.E., Kelly Engineering;
Michael Sondermeyer, Borough Administrator,
Borough of Bloomingdale

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 time change was provided to the municipal clerks and noticed in the Authority's official newspapers.

ADOPTION OF MINUTES

1. Meeting Minutes: Regular Meeting – April 21, 2021

Commissioner Voorman moved acceptance of the minutes of the April 21, 2021 regular meeting. That motion was seconded by Commissioner Lampmann and approved on the following roll call vote:

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

NAYS : None

ABSENT : None

ABSTAIN : None

RATE HEARING

In order to adopt the Authority's updated Schedule of Rates and Charges Commissioner Desai moved to open the Rate Hearing to the Public. Commissioner Pellegrini seconded the motion which passed unanimously on voice vote.

Ms. Avagnano read the Rate Hearing statement as follows:

This will open the Rate Hearing for the Pequannock River Basin Regional Sewerage Authority. The notice of the pending Rate Hearing to adopt the Updated Schedule of Rates and Charges was noticed to the municipalities and public on April 23rd.

The proposed Schedule of Rates and Charges have not been updated since 1987 and include updated language to coincide with the Authority's Amended and Restated Service Contract. As mentioned, the rates have not been updated since 1987 and propose minimal increases for Administrative and Engineering review of Non-Residential, Residential and TWA applications for connection to the PRBRSA system.

Thank you for attending the PRBRSA Rate Hearing.

With no objections to the proposed rates, Treasurer Lampmann moved to close the May 19, 2021 Rate Hearing. That motion was seconded by Commissioner Desai and passed unanimously on voice vote.

Commissioner Lampmann moved Resolution No. R-21-5-1 as follows:

RESOLUTION NO. R-21-5-1

RESOLUTION ADOPTING AMENDMENTS TO SCHEDULE OF FEES AND CHARGES

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("PRBRSA" or "the Authority") is authorized by the Sewerage Authorities Law (at N.J.S.A. 40:14A-8(c)) to establish rents, rates, fees and other charges and to amend the same from time to time so that the revenues of the Authority will at all times be adequate to pay the expenses of operation and maintenance of the Authority system including reserves, insurance, extensions and replacements, and to pay punctually the principal of and interest on any bonds and to maintain such reserves or sinking funds therefor as may be required by the terms of any contract or as may be deemed necessary or desirable by the Authority; and

WHEREAS, PRBRSA sought comments from the member municipalities and users of its System upon said Amendments to Schedule of Fees and Charges by publication in the (Herald News on April 27, 2021 and the Suburban Trends on April 28, 2021) of a notice of a public hearing; and

WHEREAS, a public hearing, prior to adoption of the aforementioned amendment was held on May 19, 2021. No one from the public appeared to testify.

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the County of Morris and State of New Jersey on this 19th day of May, 2021 as follows:

1. The proposed Schedule of Fees and Charges to be charged by the Authority for the provision of wastewater services, attached hereto and made a part hereof at Exhibit A, is hereby adopted.
2. The Administrator is hereby directed to mail a copy of this Resolution to the Clerk of each municipality served by the Authority, and to notify the general public of the adoption of this Resolution by publication of a notice in two newspapers of general circulation in Morris County, which notice shall also advise the public of the availability, for public inspection, of a copy of such Schedule of Fees and Charges at the offices of PRBRSA.
3. This Resolution shall take effect as provided by law.

That motion was seconded by Vice Chairman Voorman and approved on the following roll call vote:

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

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Report

Administrator Avagnano noted that the Flow Report for the period ending April 2021 was included in the meeting documents for the Board's review including the following reports:

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

Commissioner Desai expressed concern that the recorded flows for Riverdale were inconsistent with the Borough's water usage and stated for the record that he disagreed with the flow readings recorded on the Flow Report for the Borough of Riverdale.

1.2 TBSA Flow Report (Budget vs. Actual)

Administrator Avagnano advised that Mr. Kelly's memorandum on the TBSA vs. PRBRSA flows ending April 2021 were included in the package for the Board's review and that any questions should be directed to Mr. Kelly.

1.3 Interceptor CCTV-Inspection & Cleaning Project

Administrator Avagnano informed the Board that on further discussions with Mr. Kelly, it should prove to be cost effective to expand the CCTV-inspections and cleaning operation presented last month to include the Kiel Avenue Interceptor and the Main Street Interceptor with the Bloomingdale Interceptor sewers for a total of 17,268 LF. She mentioned that Mr. Kelly's cost estimate was over the bid threshold yet should reduce the overall unit by spreading out the expense of mobilization and demobilization. Administrator Avagnano advised the Authority would plan to move forward with the project under the new consulting engineer for action next month.

2. TBSA ACTIVITIES

2.1 Status Update

Chairman Verdonik and Vice Chairman Voorman reported on the activities at Two Bridges. Chairman Verdonik advised that TBSA has returned to in-person meetings. Vice Chairman Voorman reported that TBSA has completed the first

draft of the proposed revisions to the Service Contract. He also informed the Board that TBSA is currently interviewing for the staff engineer position left vacant on Thomas Bongiovanni's acceptance as the Asst. Executive Director with the succession to Executive Director proceeding with the retirement of Robert Bongiovanni in July 2021.

In order to accommodate Bloomingdale Borough Administrator, Michael Sondermeyer before entering closed session, Chairman Verdonik asked the Board to rearrange the agenda to allow for public discussion as follows:

3. TWA APPLICATIONS AND CONNECTION PERMITS

**3.1 Residential Connection Investigations
#69 Hamburg Turnpike
Bloomingdale**

Bloomingdale Administrator Michael Sondermeyer advised of an issue with locating an existing service lateral apparently connected to the Authority's Bloomingdale Interceptor at #69 Hamburg Turnpike in Bloomingdale. He advised that the property was purchased by the current owner approximately 2 years ago and noted that the owner also owns two adjacent properties which do have sewer connections.

Mr. Sondermeyer said that approximately 7 months ago the property, which had been vacant, was rented, an upstairs apartment, while the downstairs commercial space remains vacant. Shortly after occupancy the property owner found that sewage was spilling out of the clean-out from the service lateral. He added that the service lateral clean-out is located near the house noting also that the house had burned down and was rebuilt in whole or part. He explained the investigations that the property owner conducted, primarily rodding and CCTV-inspection of the service lateral to approximately 80 feet from the house which he said extends roughly within the paved area of the Hamburg Turnpike.

Mr. Sondermeyer said that the property owner requests assistance and wanted to know if the Authority would lend assistance given the circumstances.

For the record, Administrator Avagnano read the Authority's Service Rules policy as related to this situation which provide that the property owner is responsible for the service lateral (i.e., the Building Sewer) from the Authority's sewer main to the house.

On discussing the matter among the Board Members, Chairman Verdonik confirmed to Administrator Sondermeyer first of all that the property owner must conduct additional investigations and, secondly, if those investigations reveal that there is no connection or, if there is a connection that is capped at the main, the

property owner should return to the Authority with the factual information including videotape and other documentation evidencing the conditions found. The videotape should include not only the location of the service lateral, if one exists, to the 15-inch VCP sewer main but also a video inspection of the service lateral itself using available crawler CCTV technology. At that point the Authority would be in position to make a determination as to the nature of the problem and responsibility for the repairs.

Administrator Sondermeyer thanked the Authority for its consideration and said he would relay the information back to the property owner.

4. RECOMMENDATIONS

4.1.1 Professional Service Appointment – Consulting Engineer

In order for the Selection Committee to inform the Board on their recommendation for appointment of the new consulting engineer, counsel recommended the discussions proceed under closed session for contract negotiations/personnel matters.

Vice Chairman Voorman moved Resolution No. R-21-5-2 for Closed Session to discuss personnel matters/negotiations.

Resolution No. R-21-5-2

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 May, 2021 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 personnel and/or contract negotiations relevant to the consulting engineer selection and negotiation process.
2. The minutes of the Closed Session will be released to the public in the event of successful selection of the consulting engineer and termination of negotiations.
3. This Resolution shall take effect as provided by law.

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

At approximately 5:37 pm, the Authority Entered Closed Session.

CLOSED SESSION

At approximately 5:55 pm, Commissioner Howard moved to adjourn closed session and return to the regular meeting agenda.

That motion was seconded by Commissioner Desai and passed unanimously on voice vote.

Following discussion under closed session Commissioner Metcalfe moved Resolution No. R-21-5-3 recommending award to CP Engineers for Consulting Engineer as follows:

Resolution No. R-21-5-3

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("the Authority") is authorized by N.J.S.A. 40:14A-1 et seq. to retain such professional and technical advisors and experts as it may require; and

WHEREAS, PRBRSA desires to engage Professional Engineering Services to provide general engineering consulting services relative to the maintenance, management and operation of the PRBRSA System and issued a "Request for Proposal, Professional Services Consulting Engineer," issued December 29, 2020 seeking Professional Engineering Services; and

WHEREAS, CP Engineers NJ, LLC, with offices at 11 Park Lane, Sparta, New Jersey, submitted a proposal for the performance of said Professional Engineering Services entitled "Qualification Statement and Proposal Consulting Engineer," dated January 28, 2021 and "Request for Proposal - Consulting Engineer Supplemental Information," dated February 12, 2021, and updated 2021 Schedule of Fees and Charges dated May 19, 2021 (hereinafter collectively referred to as "Proposal"), which are attached at Appendix A, and made a part hereof; and

WHEREAS, the foregoing services are "professional services" pursuant to N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1)(a)(i) and as a "non-fair and open" contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, CP Engineers NJ, LLC has completed and submitted a C.271 Political Contribution Disclosure Form and a Business Entity Disclosure Certification, which certifies that the firm has not made any reportable contributions to a political or candidate committee

represented by an Authority member in the previous one year, and the contract will prohibit the firm from making any reportable contribution through the term of the contract; and

WHEREAS, the Business Disclosure Entity Certification, the C.271 Political Contribution Disclosure Form, and the Determination of Value has been placed on file with this resolution; and

WHEREAS, funds are available for these services from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the State of New Jersey on this 19th day of May, 2021, as follows:

1. The Authority does hereby engage CP Engineers NJ, LLC to provide general engineering services in accordance with the Proposal submitted to the Authority dated January 28, 2021; February 12, 2021 and the 2021 Schedule of Fees and Charges dated May 19, 2021, attached at Appendix A, and subject to the requirements of the Local Public Contracts Law.
2. The Chairman is authorized to execute an agreement, in substantially the form attached hereto, for the provision of such professional engineering services. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5, for a total, not to exceed without further authorization, amount of \$60,000, and at the rates set forth in "Request for Proposal - Consulting Engineer Supplemental Information," dated February 12, 2021 and 2021 Schedule of Fees and Charges dated May 19, 2021, attached. The agreement for such services shall be kept on file and available for inspection by members of the public in accordance with law.
3. The Secretary is authorized and directed to cause a notice to be published in the official newspaper of the Authority, within ten (10) days of the date hereof, concerning the nature, duration, service and the amount of the contract of the aforesaid professional service, as well as, notice that the contract will be kept on file and available for public inspection in the offices of the Authority.
4. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority.
5. This Resolution shall take effect as provided by law.

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

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

ABSENT : None

ABSTAIN : None

5. CONSTRUCTION CONTRACTS

5.1 Contract PRB 19-1: NYS&W Railroad, Borough of Butler

Administrator Avagnano reported that the remaining Punch List items are being completed by Montana Contraction. She advised that a Contract Close-out meeting was scheduled for the end of the week with counsel, the Authority's engineer and the project engineer to review items necessary in anticipation of closing out the contract at the June 16th PRBRSA regular meeting.

6. FINANCIAL MATTERS

6.1 Treasurer's Report: April 30, 2021

Treasurer Lampmann presented the Treasurer's Report for the period ending April 30, 2021. Vice Chairman Voorman moved approval as presented.

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

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

NAYS : None

ABSENT : None

ABSTAIN : None

7. UNFINISHED BUSINESS

7.1 Unauthorized Connection – Riverdale Claim Matter

Administrator Avagnano along with counsel confirmed that the Borough of Riverdale's insurance company's NJIF attorney has requested and since been supplied the invoices relevant to the claim.

It was noted during the meeting that the gas station at the property is no longer a BP station yet the property owner and tenants remain the same.

8. **NEW BUSINESS**

8.1 **Workers Compensation Policy**

Administrator Avagnano recommended renewal of the Workers Compensation Policy with Liberty Mutual. Commissioner Metcalfe added that the policy premium was the minimum assessment for administrative classification. Commissioner Desai questioned the reasoning behind the policy and if the Commissioners, as an uncompensated volunteer Board, would be covered under the policy? Administrative Avagnano advised that she would contact Stanford Risk Management for clarification.

8. **CONSENT AGENDA**

Administrator Avagnano read aloud the consent agenda resolutions as follows:

Resolution No. R-21-5-4 Workers Compensation Policy Renewal
Resolution No. R-21-5-5 Authorizing Transitional Professional Service Contract with Kelly Engineering

She explained that with the award of the new consulting engineer that Kelly Engineering's interim contract would expire without an extension. Therefore, Resolution No. R-21-5-5 provides for a month to month, as needed, extension of Kelly Engineering's contract.

Treasurer Lampmann moved the Consent Agenda resolutions as follows:

Resolution No. R-21-5-4

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "the Authority") maintains policies of insurance in accordance with Section 611 of the Bond Resolution of July 15, 1986; and

WHEREAS, the Authority desires to maintain appropriate coverage and has received a quotation for Worker's Compensation Insurance from Liberty Mutual Insurance Group for the policy period ending June 17, 2021 for \$598.00;

WHEREAS, N.J.S.A. 40A:11-5(1)(m) authorizes the Authority to award contracts for insurance without public advertising for bids and bidding thereof; and

WHEREAS, the Authority has reviewed the Certification of the Authority Administrator of even date herewith;

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 May, 2021, as follows:

1. The Authority hereby approves and authorizes the Authority Administrator to acquire the aforesaid insurance policy.
2. The Authority hereby authorizes payment to the above company of the premium due in the amount of \$598.00.

3. The Authority Administrator shall cause a copy of the within Resolution to be published once in an official newspaper of the Authority.
4. This Resolution shall take effect immediately.

Resolution No. R-21-5-5

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority ("the Authority") is authorized by N.J.S.A. 40:14A-1 et seq. to retain such professional and technical advisors and experts as it may require; and

WHEREAS, there is a need to engage a professional engineering consultant to provide engineering services to the Authority on a month-to-month, as-needed basis during the year 2021 to transition to professional engineers retained by the Authority; and

WHEREAS, the foregoing services are "professional services" pursuant to N.J.S.A. 40A:11-2(6) which are permitted to be contracted without public bidding as set forth in N.J.S.A. 40A:11-5(1)(a)(i) and as a "non-fair and open" contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the professional consultant named below has agreed to continue to perform professional engineering services on a month-to-month, as-needed basis to assist in the transition. The consultant has completed and submitted a C.271 Political Contribution Disclosure Form and a Business Entity Disclosure Certification, which certifies that the firm has not made any reportable contributions to a political or candidate committee represented by an Authority member in the previous one year, and the contract will prohibit the firm from making any reportable contribution through the term of the contract; and

WHEREAS, the Business Disclosure Entity Certification, the C.271 Political Contribution Disclosure Form, and the Determination of Value has been placed on file with this resolution; and

WHEREAS, funds are available for these services from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the State of New Jersey on this 19th day of May, 2021, as follows:

1. The Authority does hereby engage Daniel D. Kelly, P.E, Kelly Engineering, to provide general engineering services, on a month-to-month, as-needed transitional basis, in accordance with the proposal submitted to the Authority dated February 16, 2021, 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 professional engineering services. This contract is awarded for the provision of professional services pursuant to N.J.S.A. 40A:11-5, for a total, not to exceed without further authorization, amount of \$17,000 for the year 2021 beginning February 17, 2021. The agreement for such services shall be kept on file and available for inspection by members of the public in accordance with law.

3. The Secretary is authorized and directed to cause a notice to be published in the official newspaper of the Authority, within ten (10) days of the date hereof, concerning the nature, duration, service and the amount of the contract of the aforesaid professional service, as well as, notice that the contract will be kept on file and available for public inspection in the offices of the Authority.
4. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, the General Bond Resolution of July 15, 1986 and all supplements thereto, and other implementing resolutions of the Authority.
5. This Resolution shall take effect as provided by law.

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

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

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 407

Treasurer Lampmann presented Operating Request for Payment No. 407. Vice Chairman Voorman moved its approval as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 407

The following bills have been reviewed and are recommended for approval for payment at the May 19, 2021 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

	<u>PRBRSA</u>	<u>VOUCHER</u>	<u>VOUCHER</u>	<u>PAYMENT</u>	<u>CHECK PAYABLE TO</u>
	<u>ACCT. NO.</u>	<u>NO.</u>	<u>DATE</u>	<u>AMOUNT</u>	
1) ✓	24.05	OP-21-5-1	3/1/2020	\$ 250.00	Borough of Butler
2) ✓	33.01	OP-21-5-2	10/1/2020	\$ 2,705.00	Borough of Butler
3) ✓	24.07	OP-21-5-3	5/5/2021	\$ 189.49	J. Avagnano
4) ✓	32.02	OP-21-5-4	5/7/2021	\$ 4,502.20	Kelly Engineering
5) ✓	22.02	OP-21-5-5	4/28/2021	\$ 14,969.28	Kelly Engineering
6) ✓	22.01	OP-21-5-6	5/7/2021	\$ 1,540.50	Maraziti Falcon LLP
7) ✓	22.03	OP-21-5-7	4/13/2021	\$ 750.00	Wielkotz & Co.
8)	33.01	OP-21-5-8	5/14/2021	\$ 3,426.00	ADS LLC
9)	24.07	OP-21-5-9	4/19/2021	\$ 67.25	Tab Group
10)	23.03	OP-21-5-10	5/4/2021	\$ 598.00	Liberty Mutual
11)	33.03	OP-21-5-11	4/26/2021	\$ 18.23	Borough of Butler Electric
12)	24.07	OP-21-5-12	4/27/2021	\$ 54.26	North Jersey Media Group
13)	24.07	OP-21-5-13	4/28/2021	\$ 49.10	North Jersey Media Group
14)	24.07	OP-21-5-14	5/4/2021	\$ 55.00	US Postal Service
15)	33.03	OP-21-5-15	5/13/2021	\$ 3.10	JCP&L
16)	25.01	OP-21-5-16	5/17/2021	\$ 944.00	Rutgers (Public Purchasing 2)
TOTAL:				\$ 30,121.41	

Treasurer Lampmann seconded the motion which passed on the following roll call vote:

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

NAYS : None
ABSENT : None
ABSTAIN : None

Construction Fund Disbursements

9.2 Construction Disbursement Requisition No. C-17-44

Treasurer Lampmann presented the bills as listed on Construction Fund Disbursement Requisition No. C-17-44 and moved approval as follows:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120328C2	C-17-44-5-1	5/7/2021	\$ 300.50	Kelly Engineering
TOTAL DISBURSEMENTS				<u>\$ 300.50</u>	

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

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

OPEN MEETING FOR PUBLIC COMMENT

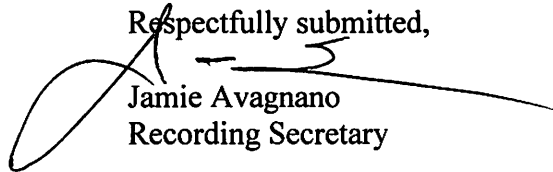
Before opening the meeting to the public Chairman Verdonik recommended continuing with the in-person meetings at 5:00 pm for the June 16th meeting. The Board agreed. Chairman Verdonik then opened the meeting to the public. No public was present at the close of the meeting.

ADJOURNMENT

At approximately 6:10 pm, Commissioner Metcalfe moved to adjourn the regular meeting. That motion was seconded by Commissioner Desai and approved unanimously on voice vote.

At approximately 6:10 pm the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Avagnano', is written over the typed name and title. The signature is fluid and cursive, with a large loop at the beginning and a long horizontal stroke extending to the right.

Jamie Avagnano
Recording Secretary

Enclosures: Treasurer's Report for the period ending April 30, 2021