

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

May 17, 2023

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on May 17, 2023 at the Borough of Butler. Chairman Verdonik called the meeting to order at approximately 6:00 p.m.

ROLL CALL

On roll call:

PRESENT : Commissioners Verdonik, Daniel, Desai, Howard, and Mabey

ABSENT : Commissioners Lampmann, Pellegrini & Voorman (excused)

ALSO PRESENT : Jamie Avagnano, Authority Administrator;
Diane Alexander, Esq., Maraziti Falcon, LLP,
Steve 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 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: Reorganization Meeting – April 19, 2023

Commissioner Mabey moved acceptance of the minutes of the April 19, 2023 regular meeting. That motion was seconded by Commissioner Daniel and approved on the following roll call vote:

AYES : Commissioners Daniel, Desai, Mabey and Verdonik

NAYS : None

ABSENT : Commissioners Lampmann, Pellegrini and Voorman

ABSTAIN : Commissioner Howard

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Report

Chairman Verdonik noted the Flow Report for the period ending April 2023 was in the file folders. Steve Donati commented that the flows are still +/- 5% compared to TBSA M-15 suggesting that the cleaning projects had resolved any issues for now.

1.1.1 I/I Investigations

Chairman Verdonik referenced the recently submitted I/I graphs for the 11 temporary meters installed in April. Steve Donati observed that the report spans from installation of the meters in April thru May 8th in order to capture the May rain events.

As shown, he observed that during rain events that some of the graph showed an immediate spike with a slow recovery which was an indication of both inflow and infiltration. The immediate spike indicates direct inflow into the system from things like stormwater cross connections or flooded manhole covers. The slow recovery indicates continued infiltration into the system from elevated groundwater. He advised that the preliminary data appears reasonable yet more time is required to analyze the data and make necessary calculations as some inflow would be based on subtractions for nearby metering sites.

Commissioner Desai said he agreed that the data was useful and the graph provided a snapshot presentation of the velocity/flow in connection to the rain events. He questioned the rain gauge intervals related to velocity spikes in flows. Jamie Avagnano advised she would follow up with CSL on the rain gauge intervals and request that the readings be changed to match the 5 minute temporary flow readings. Steve Donati commented that the spikes vary due to pipe sizes as well.

Commissioner Howard observed that the amplitudes vary between meters while some amplitude remained the same. He commented that he accepts that the pipe sizes alters amplitude yet noted that the graph scale for each meter is not consistent. Steve agreed.

Commissioner Daniel pointed out that rain, velocity and flow with heavier rainfalls equaled higher velocity. Steve Donati responded that Kinnelon's 8-inch pipe shows

no effect from the storm which would reasonably assume that no rainfall is entering the system at that location.

Commissioner Desai and Steve Donati commented on the readings at MH 118 (line coming in from the Walmart) noticing spikes in flow that do not appear to be responding directly to rainfall. Commissioner Desai pointed out consistent jumps in the curve outside of the rain event. Steve Donati added that commercial flows generally occur in the daytime hours as well as pump stations will cause variations showing spikes in the system. He also noted that the extreme spikes may indicate something else going on such as emptying of a storage tank.

Chairman Verdonik added that he thought the program would provide important information to the municipalities as more data is gathered. Commissioner Desai agreed noting that he observed monthly variations in the flows outside of rain events to as much as a 15% drop in total flow from month to month.

Steve Donati commented that CP will perform more analysis as more data is gathered. Jamie Avagnano also mentioned that the 5 minute data for the temporary meters was uploaded to the cloud-based system for viewing.

1.2 TBSA Flow Report (Budget vs. Actual)

Chairman Verdonik advised PRBRA and Fairfield have higher than budgeted flows at the moment which, if not reduced in the drier summer months, may result in owning additional funds to TBSA.

1.3 Easements

1.3.1 Simon Easement

Jamie Avagnano advised that Commissioner Howard, Steve Donati and she met with Sandra Simon regarding the temporary access right of entry agreement. She advised that Ms. Simon executed the agreement noting that while the permanent easement would no longer be considered, she was receptive to an ongoing temporary access agreement as long as she owned the property.

She advised that Peter Palughi, Palughi Landscaping also joined the site meeting and requested the option of providing a quote to relocate materials necessary for access as well as perform the clearing. Ms. Avagnano agreed and provided contact information as well as a general description of the work drafted by CP Engineers.

She advised the Board that to date no response was received by Peter Palughi despite several requests for a response.

Commissioner Mabey advised that he would attempt to contact Pete Palughi on behalf of PRBRSA.

No updates were received regarding the Brandt Lane easement clearing recently approved.

1.4 Manhole Replacements/Order

Chairman Verdonik reported that the remaining manhole replacement along Hamburg Turnpike in Riverdale was performed by Brian Pumo, Licensed Operator and the Butler DPW on May 16th.

1.5 PRB Contract 23-1 Riverdale CCTV

Steve Donati reported that the bid was published with the bid opening scheduled for June 13th.

2. TBSA ACTIVITIES

2.1 Status Update

Chairman Verdonik reported that Vice Chairman Voorman was currently attending the TBSA service contract meeting as PRBRSA's representative on that Board. Chairman Verdonik further advised that several contracts including electric and sludge removal were received at lower than budgeted estimates which should provide for a reasonable TBSA budget increase for FY 2024 of which PRBRSA contributes about 1/3rd of those costs.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 TWA Application Riverdale Phase 5 Sewer Extension Borough of Riverdale

Pending claim negotiations, R-23-5-1 was tabled to June 21, 2023.

A Motion to Table R-23-5-1 was made by Commissioner Mabey and Seconded by Commissioner Howard.

All in Favor: Commissioners Daniel, Desai, Howard, Mabey and Verdonik

4. CONSTRUCTION CONTRACTS

None

5. FINANCIAL MATTERS

5.1 Treasurer's Reports: April 30, 2023

Chairman Verdonik presented the Treasurer's Report for the period ending April 30, 2023. Commissioner Mabey moved approval as presented.

That motion was seconded by Secretary Desai and approved on the following roll call vote:

AYES : Commissioners Daniel, Desai, Howard, Mabey, and Verdonik

NAYS : None

ABSENT : Commissioners Lampmann, Pellegrini & Voorman

ABSTAIN : None

6. UNFINISHED BUSINESS

6.1 Unauthorized Connection – Riverdale Claim

Diane Alexander, Esq. advised the Board that Eric Nemeth, Esq. reported that the settlement finalization is now expected in June or July.

Jamie Avagnano, on behalf of Commissioner Pellegrini, reported that Commissioner Pellegrini advised he would provide a written report on his site visit to B&A Markets confirming 2 connections to the PRBRSA system.

7. NEW BUSINESS

7.1 Workers Compensation Insurance

Chairman Verdonik reported that the Workers Compensation renewal quote was \$606 or approximately \$10 over the 2022 quote and recommended renewal of the policy. Jamie Avagnano added that the actual premium may be adjusted based on the upcoming June insurance audit.

Secretary Desai moved Resolution No. R-23-5-2 as follows:

Resolution No. R-23-5-2

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter "the Authority") maintains policies of insurance in accordance with Authority policy; 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, 2023 for \$606.00;

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 Administration has certified the availability of funds under line item 23.03 of the FY 2023 annual budget.

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 17th day of May, 2023, 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 \$606.00.
3. The Authority Administrator shall cause a copy of the within Resolution to be published in an official newspaper of the Authority.
4. This Resolution shall take effect immediately.

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 May 17, 2023.

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

AYES : Commissioners Daniel, Desai, Howard, Mabey, and Verdonik

NAYS : None

ABSENT : Commissioners Lampmann, Pellegrini & Voorman

ABSTAIN : None

8. CONSENT AGENDA

None

9. PAYMENT OF BILLS

9.1 Operating Request for Payment No. 430

Chairman Verdonik presented Operating Request for Payment No. 430. Commissioner Howard moved approval as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

**SUMMARY OF VOUCHERS FOR
 OPERATING EXPENSES**

Operating Request for Payment No. 430

The following bills have been reviewed and are recommended for approval for payment at the May 17, 2023 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

	<u>PRBRSA ACCT. NO</u>	<u>VOUCHER NO.</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>CHECK PAYABLE TO</u>
1)	24.05	OP-23-5-1	3/31/2023	\$ 250.00	Borough of Butler
2)	33.01	OP-23-5-2	10/1/2022	\$ 2,814.25	Borough of Butler
3)	24.07	OP-23-5-3	5/3/2023	\$ 198.80	J. Avagnano
4)	25.02	OP-23-5-4	5/12/2023	\$ 564.97	J. Avagnano
5)	33.01	OP-23-5-5	4/30/2023	\$ 2,680.00	CSL
6)	22.01	OP-23-5-6	5/10/2023	\$ 2,730.00	Maraziti Falcon LLP
7)	23.03	OP-23-5-7	5/17/2023	\$ 606.00	Liberty Mutual
8)	32.02	OP-23-5-8	5/8/2023	\$ 247.25	CP Engineers LLC
9)	32.02	OP-23-5-9	5/8/2023	\$ 2,224.00	CP Engineers LLC
10)	22.03	OP-23-5-10	5/8/2023	\$ 4,819.47	CP Engineers LLC
11)	33.05	OP-23-5-11	5/9/2023	\$ 1,000.00	Borough of Butler Police
12)	33.05	OP-23-5-12	4/26/2023	\$ 2,500.00	Borough of Butler Police
13)	33.05	OP-23-5-13	5/3/2023	\$ 900.00	Borough of Riverdale Police
14)	33.03	OP-23-5-14	4/26/2023	\$ 9.26	Borough of Butler Electric
15)	33.03	OP-23-5-15	5/9/2023	\$ 4.09	JCP&L
16)	33.05	OP-23-5-16	5/15/2023	\$ 1,400.00	Borough of Bloomingdale Police
17)	33.05	OP-23-5-17	5/15/2023	\$ 1,100.00	Borough of Butler Police
		TOTAL:		<u>\$ 24,048.09</u>	

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

AYES : Commissioners Daniel, Desai, Howard, Mabey
and Verdonik

NAYS : None

ABSENT : Commissioners Lampmann, Pellegrini &
Voorman

ABSTAIN : None

OPEN MEETING FOR PUBLIC COMMENT

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

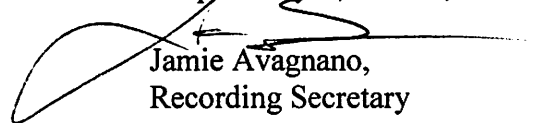
Prior to adjournment, Commissioner Daniel advised the Board that he has resigned from the Borough of Kinnelon taking a new position closer to his residence. The Board wished him well in his new position. Commissioner Daniel thanked the Board for the knowledge gained on sewer infrastructure during his time as a member.

ADJOURNMENT

At approximately 6:30 pm, Commissioner Mabey moved to adjourn the regular meeting. That motion was seconded by Commissioner Desai and approved unanimously on voice vote.

At approximately 6:30 pm, the meeting was adjourned.

Respectfully submitted,



Jamie Avagnano,
Recording Secretary

Enclosures: Treasurer's Report for the period ending April 2023