

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

October 18, 2017

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on October 18, 2017 in the Conference Room at the Butler Municipal Building, One Ace Road, Butler, New Jersey. Chairman Voorman called the meeting to order at approximately 7:30 p.m.

ROLL CALL

On roll call:

PRESENT : Chairman Voorman, Commissioners Gall, Howard, Metcalfe and Verdonik

ABSENT : Commissioner Lampmann

ALSO PRESENT : Mayor Paul Carelli and Councilman David Desai, Borough of Riverdale (7:30 pm to 8:20 pm), Christopher H. Falcon, Esq., Maraziti, Falcon LLP; and Daniel D. Kelly, P.E., Kelly Engineering.

OPEN PUBLIC MEETING STATEMENT

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.

ADOPTION OF MINUTES

1. **Meeting Minutes: Regular Meeting – September 20, 2017**

Commissioner Gall moved acceptance of the minutes of the Authority's September 20, 2017 meeting. That motion was seconded by Vice Chairman Verdonik and passed on the following roll call vote:

AYES : Chairman Voorman, Commissioners Gall, Howard and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : Commissioner Metcalfe

Acknowledging the presence of Riverdale Mayor Carelli and Councilman Desai, Chairman Voorman suggested and the Board agreed that the Budget Hearing would be held out of the agenda order.

BUDGET HEARING

Chairman Voorman made the following introductory comments on the proposed budget:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

BUDGET MESSAGE

BUDGET HEARING: OCTOBER 18, 2017

ANNUAL BUDGET: FY 2018

Good evening and welcome to the monthly meeting of the Pequannock River Basin Regional Sewerage Authority.

This is a budget hearing on the Authority's proposed fiscal year 2018 annual budget. The budget was initially approved on August 16, 2017. Tonight it will be considered for final adoption without amendments.

On September 18, 2017 the State's Division of Local Government Services' issued approval and certification of the August 16th FY 2018 budget. The proposed budget was forwarded to each town on September 27, 2017 along with notification of this hearing.

Copies of the proposed amended budget are available on the table for any member of the public in two formats. One is the format as filed with the Division of Local Government Services, the DLGS budget. The second is the PRBRSA format. Also available are copies of a summary of the budget dated today.

In accordance with state regulations, the adopted budget must be filed with the Division of Local Government Services prior to the beginning of the fiscal year which starts on November 1st, therefore by the end of October.

With that introduction, I would now like to review the budget in brief:

This year, total revenues and appropriations equal \$5,315,000, a decrease of \$145,000 or 2.7% from the previous year. No application of Unrestricted Net Position or surplus is proposed.

On the appropriations side, more than 66% of the costs relate to the Two Bridges Sewerage Authority's charges for treatment services. This year those amount to \$3,685,000. Also, the Authority's debt service, annual principal and interest payments on bonds, is another 5.6% or \$300,034. Among other appropriations, the budget includes a \$650,000 contribution to the Capital Reserve Fund to stabilize and minimize future rate increases. PRBRSA direct expenses are budgeted at \$490,000 or 8.8% of total appropriations.

On the revenue side, 99.7% of the funds will be derived from the rates, namely, the assessment of Annual Charges to the towns. This year the rate is unchanged at \$5,300,000, no rate increase is proposed. The Annual Charges are distributed among the towns in the manner prescribed by their respective service contracts with the Authority. The attached "FY 2018 Annual Budget Summary" shows the breakdown of revenues and appropriations along with the distribution of Annual Charges among the four municipalities with comparisons to the prior year budget.

That concludes our presentation on the proposed FY 2018 annual budget.

With that Chairman Voorman welcomed comments from Riverdale Mayor Carelli and Councilman Desai.

Mayor Carelli indicated that Riverdale has reviewed the Authority's proposed budget along with other materials and asked Councilman Desai to comment.

Noting the materials that he had previously requested and reviewed (PRBRSA and TBSA debt service schedules, the Authority's Rate Stabilization Analysis and information on the Capital Reserve Fund as well as prior meeting minutes), Councilman Desai questioned why there would not be a rate decrease for FY 2018. He indicated that the Authority's debt service declined significantly from the prior year yet, with the proposed capital contribution, no Annual Charge reduction has been proposed. He explained the Borough's position, essentially that the budget should be reduced allowing Riverdale along with the other municipalities to retain some portion of the proposed reserve to be held directly by the Borough. He emphasized that the Borough would prefer to have the funds available in its coffers rather than the Authority's.

Continuing, Councilman Desai made a number of observations on the proposed budget including the level of funding for the capital reserve and the basis for that reserve.

Responding, Chairman Voorman and Vice Chairman Verdonik reviewed the Authority's reasoning in establishing and funding the capital reserve. They

explained that the reserve will be utilized for future capital projects and held in anticipation of major capital improvements at Two Bridges for which PRBRSA pays almost 35% of the debt service annually. Recalling the process, Commissioner Howard said the Board considered the reserve in depth prior to its decision. Mr. Kelly indicated that the upcoming railroad project crossing along with improvements yet to be defined following inspection of the PRBRSA Interceptor – scheduled to begin next month – are other factors in establishing the reserve. He acknowledged that the Authority has not prepared a capital improvement plan yet indicated that such a plan would be formulated when more definitive cost information is known.

Mayor Carelli and Councilman Desai continued to express the Borough's objection to the total amount of the Capital Reserve Fund, particularly to the contribution amount proposed within the FY 2018 budget.

At approximately 8:15 pm, Vice Chairman Verdonik moved to close the Budget Hearing and return to the normal business agenda. Commissioner Howard seconded the motion which passed unanimously on voice vote.

In order to approve the Annual Budget for FY 2018, Vice Chairman Verdonik moved the following resolution (**Resolution No. R-17-10-1**):

2017 (PRBRSA FY 2018) ADOPTED BUDGET RESOLUTION

Pequannock River Basin Regional Sewerage Authority (Name) AUTHORITY

FISCAL YEAR: FROM: November 1, 2017 TO: October 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1, 2017 and ending, October 31, 2018 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 18, 2017; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 5,315,000, Total Appropriations, including any Accumulated Deficit, if any, of \$5,315,000 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$700,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Pequannock River Basin Regional Sewerage Authority, at an open public meeting held on October 18, 2017 that the Annual Budget and Capital Budget/Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2017 and ending, October 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Commissioner Gall seconded the motion which passed upon the following roll call vote:

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

On a vote of 4 to 1, the FY 2018 budget was adopted.

The Board expressed its appreciation for the input from Riverdale Mayor Carelli and Councilman Desai who left the meeting in progress at approximately 8:20 pm.

With that, Chairman Voorman returned to the order of business as set forth on the agenda.

OPERATIONAL REPORT

1. System Operations

1.1 Flow Report

Referring to the October 10, 2017 draft Flow Report for the period ending September 30, 2017, Mr. Kelly noted that the difference between the Authority's Meter P-4 and TBSA's Meter M-15 is 2.7% for the month, 1.698 mgd vs. 1.745 mgd. He also mentioned that the correlation between both meters seems to have drifted near the end of the month so will check that with ADS as well as TBSA.

The following reports were distributed to the Board at the meeting:

- Triton Flow Report for September 2017
- Triton Daily Flow Summary for September 2017
- Triton Daily Flow Hydrograph for September 2017
- Triton M-15 vs. P-4 Hydrograph

1.2 TBSA Flow Report (Actual vs. Budgeted Flow)

Through September 30, 2017, Mr. Kelly reported, as indicated by his memorandum of October 11th, that the TBSA budgeted vs. the actual flow through the period differs by 1.77% at 34.20% vs. 32.43%. He indicated that the trend is such that the Authority would owe additional User Charges to Two Bridges at the end of the fiscal year.

1.3 O&M Contract: Contract No. OM-5

In order to authorize the third year of the contract with ADS for comprehensive flow monitoring services Mr. Kelly requested approval of Resolution No. R-17-10-2.

Following discussion Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-17-10-2**):

RESOLUTION

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) desires to award a contract for permanent metering services in connection with the operation of the Authority’s wastewater system; and

WHEREAS, on October 21 2015, by Resolution R-15-10-6, the Authority awarded Contract No. OM-5 to ADS Environmental Services (“ADS”) and authorized ADS to proceed with the Work set forth by proposal A for the performance of permanent metering services for the period of December 1, 2015 to November 2016 at a cost of \$38,196.00 and

WHEREAS, by Resolution No. R-16-10-3 on October 19, 2016, the Authority authorized an extension of said contract through November 30, 2017 pursuant to Proposal B at a cost of \$39,996.00; and

WHEREAS, the Authority is now in need of flow monitoring services in connection with the measurement, electronic transmission, calculation, analysis, and recording of sewage flows for the following calendar year commencing December 1, 2017 and ending November 30, 2018.

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 18th day of October 2017, as follows:

1. The Authority hereby authorizes ADS Environmental Services to proceed with the Work set forth by Proposal C for the performance of permanent metering services for the period of December 1, 2017 to November 30, 2018 at a cost of \$40,776.00.
2. This Resolution shall take effect as provided by law.

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

AYES : Chairman Voorman, Commissioners Gall,
Howard, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

1.4 PRBRSA Interceptor Inspection: 2017

Mr. Kelly advised that a Notice to Proceed has been issued to National Water Main on Contract No. PRB-17-1 and further that the preconstruction meeting has been scheduled for October 24th.

1.5 Consulting Engineer's Report

Mr. Kelly distributed copies of the Consulting Engineer's Report for fiscal year 2018. He indicated that the report has been issued in accordance with the Authority's General Bond Resolution to the Trustee as required annually.

2. TBSA Activities

2.1 Status Update

Vice Chairman Verdonik reported on various matters at the Two Bridges Sewerage Authority as they affect Pequannock River Basin. Primarily he reported that TBSA's construction project for the treatment plant improvements is lagging behind although the pumping station project is nearing final completion with punch list items currently being finalized.

3. TWA Applications and Connection Permits

3.1 Non-Residential Connection

Quick Chek

1441 Route 23 Mathews Avenue/Stonehouse Road Sewer Extension

Borough of Butler

Mr. Kelly advised that the applicant has not responded to a request for an engineering certification on compliance with the Authority's Service Rules, specifically, Article V, Section 5.1, on the limits for oil and grease.

3.2 Non-Residential Connection

1426 Route 23 – Laundromat

Borough of Butler

Reporting on an application filed for a non-residential connection for a proposed laundromat on Route 23 (northbound) at the intersection of Hillcrest Road, Mr. Kelly indicated that the applicant has provided preliminary information on the proposed improvements at the site. He noted that the laundromat apparently will include a total of 41 machines with varying capacities of 20, 30, 40, 60 & 80 lbs.

4. Boonton Avenue Interceptor Project

4.1 Contract No. I-4A: Hutton Construction

Mr. Kelly distributed communications from the contractor to the engineer and from NJDEP to the engineer establishing that the Department has received all documentation required to satisfy USEPA's AIS requirement (American Iron and Steel requirement of Section 436 of the Budget Reconciliation Act of 2014). He explained that that is essentially a type of Buy American provision as required for any state loan which has received some portion of the loan proceeds from USEPA.

As soon as final signoffs are received, since the Authority has already approved the close out of the contract, Mr. Kelly indicated that his office would issue the final payment with release of retainage.

4.2 Park Place/NYS&W Railroad Crossing (2017 Project)

Reporting on the status of the proposed crossing of the NYS&W Railroad and the related alignment through the Borough of Butler Park, Mr. Kelly advised that:

- NYS&W Railroad conceptual approval was received on September 27th
- Butler conceptual approval was considered by the mayor and council on October 3rd and the Borough attorney is preparing a form of agreement on previously agreed upon terms and conditions

- of the Borough's conceptual approval
- A meeting with a geotechnical engineering firm is scheduled for October 24th
- A Request for Proposal was issued to Mott MacDonald and MM's proposal was received on October 13th

Mr. Kelly explained that the final engineering design and related engineering activities will be held pending completion of additional geotechnical investigations along with environmental testing of the water and soil characteristics. He advised that MM will be authorized to proceed with portions of the work based on budget remaining from the February 2017 authorization.

FINANCIAL REPORT

1. Treasurer's Report

1.1 September 30, 2017 Treasurer's Report

Vice Chairman Verdonik presented and moved approval of the Treasurer's Report for the period ending September 30, 2017. That motion was seconded by Commissioner Gall and passed unanimously on the following roll call vote:

AYES : Chairman Voorman, Commissioners Gall,
Howard, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

1.2 Annual Budget: FY 2018

See Budget Hearing above.

1.3 Arbitrage and Yield Restriction Liability Rebate

Mr. Kelly explained that the Authority has an obligation every 5 years to prepare a calculation of the earnings and related arbitrage profit or loss and potential yield restriction liability on the 2012 Series N Bonds. A report dated September 6, 2017 titled "Arbitrage Rebate and Yield Restriction Compliance Report" prepared by Hawkins Delafield & Wood was distributed prior to the meeting.

Mr. Kelly explained that bond counsel's calculations indicate that a total of \$56,216.33 is due IRS by November 5, 2017. He further reported that in anticipation that a rebate of some magnitude would be necessary 5 years hence, shortly following issuance of the bonds, the Authority established a reserve which

is currently funded at \$69,289.00. Therefore, adequate funds are on hand in order to pay the IRS rebate and yield restriction liability due.

UNFINISHED BUSINESS

On advice of counsel, in order to enter Closed Executive Session, Vice Chairman Verdonik moved approval of the following resolution (**Resolution No. R-17-10-4**)

**RESOLUTION AUTHORIZING CLOSED SESSION
PURSUANT TO THE OPEN PUBLIC MEETINGS LAW**

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 18th day of October, 2017, 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 Law, in order to discuss:
 - a. Anticipated litigation
 - b. Personnel matters – Authority Administrator
2. It is not known at the present time when the matter under discussion will be disclosed.
3. The Authority shall convene following the executive session to consider other matters on its regular meeting agenda.
4. This Resolution shall take effect as provided by law.

Commissioner Howard seconded that motion which passed unanimously on the following roll call vote:

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

At approximately 8:30 pm the Authority entered Closed Executive Session.

Closed Executive Session

At approximately 8:40 pm, vice Chairman Verdonik moved to adjourn the closed executive session and reopen the meeting to return to the regular business agenda. That motion was seconded by Commissioner Gall and approved unanimously on the following roll call vote:

AYES : Chairman Voorman, Commissioners Gall,
Howard, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

At approximately 8:40 pm, the meeting was re-opened to the public.

1. Contingency Operating Plan

Following discussion on the position of Authority Administrator in Closed Executive Session, the Authority considered establishment of that position.

Following discussion, Commissioner Gall moved approval of the following resolution (**Resolution No. R-17-10-3**):

**RESOLUTION AUTHORIZING ESTABLISHMENT OF
AUTHORITY ADMINISTRATOR POSITION**

WHEREAS, the Authority desires to establish the position of Authority Administrator for the purpose of transitioning the administrative responsibilities currently performed by Kelly Engineering to said position on a part-time basis over the course of two years and thereafter on a full-time basis for the implementation of the Authority's daily business and governmental operations, including coordinating with the Board, the public, professionals, vendors, member and customer municipalities, governmental agencies and others as necessary for the conduct of the Authority's governmental affairs and business operations; and

WHEREAS, it is anticipated that the position of Authority Administrator will be part-time for the first year at 16-20 hours/week, without benefits, followed by a one year part-time term of 32 hours/week, with benefits, and thereafter full-time at 40 hours/week, with benefits, through a shared services agreement with the Borough of Butler, in which the Authority Administrator will be an employee of the Borough of Butler and the costs will be paid by the Authority; and

WHEREAS, it is anticipated that through a separate agreement by and between the Authority and Kelly Engineering that Kelly Engineering will provide a credit to the Authority for certain salary costs of the Authority Administrator during the period of time

that Kelly Engineering remains a consultant to the Authority, but shall not include costs for any salaried benefits of the Authority Administrator, said agreement to be negotiated and provided in a separate amendment to the professional services agreement by and between the Authority and Kelly Engineering.

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 18th day of October, 2017 as follows:

1. The position of Authority Administrator is hereby established with the duties and responsibilities set forth in the job description attached hereto which shall remain on file at the offices of the Authority.
2. The Authority shall provide a job interview opportunity for the position of Authority Administrator and thereafter recommend a candidate to be employed by the Borough of Butler as the Authority Administrator on a part-time basis for the first year at 16-20 hours/week, without benefits, and thereafter on a part-time basis for one year at 32 hours/week, with benefits, and thereafter full-time at 40 hours/week with benefits, pursuant to a shared services agreement that is mutually acceptable to the Authority and the Borough of Butler and in accordance with the requirements of Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.
3. This Resolution shall take effect as provided by law.

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

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

2. Riverdale Membership Petition

No change in status on this matter.

3. Riverdale Annual Charge Challenge:2017

Considering potential litigation, counsel recommended that any discussion on Riverdale's challenge to the Authority's Annual Charges be convened in Closed Executive Session. (See above Resolution No. R-17-10-4)

NEW BUSINESS

None

PAYMENT OF BILLS

1. Operating Budget

1.1 Operating Request for Payment No. 368

Commissioner Gall presented and moved approval of Operating Request for Payment No. 368 as follows:

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY					
SUMMARY OF VOUCHERS FOR					
OPERATING EXPENSES					
Operating Request for Payment No. 368					
The following bills have been reviewed and are recommended for approval for payment at the October 18, 2017 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-17-10-1	3/31/2016	\$ 250.00	Borough of Butler
2)	33.01	OP-17-10-2	10/1/2016	\$ 2,605.00	Borough of Butler
3)	24.07	OP-17-10-3	10/4/2017	\$ 131.89	Kelly Engineering
4)	22.03	OP-17-10-4	10/4/2017	\$ 10,400.00	Kelly Engineering
5)	32.02	OP-17-10-5	10/6/2017	\$ 8,948.25	Kelly Engineering
6)	22.01	OP-17-10-6	10/10/2017	\$ 6,175.79	Maraziti Falcon LLP
7)	22.01	OP-17-10-7	10/10/2017	\$ 661.00	Maraziti Falcon LLP
8)	*	OP-17-10-8	12/27/2016	\$ 891,750.00	Pequannock, Lincoln Park & Fairfield Sew. Authority
9)	33.01	OP-17-10-9	10/5/2017	\$ 477.68	Kleinfelder
10)	33.01	OP-17-10-10	10/10/2017	\$ 2,382.19	Mott MacDonald
11)	33.01	OP-17-10-11	10/9/2017	\$ 3,333.00	ADS LLC
12)	23.08	OP-17-10-12	9/18/2017	\$ 542.50	Stanford Risk Management-VOID
13)	23.08	OP-17-10-13	9/18/2017	\$ 927.50	Stanford Risk Management
14)	24.03	OP-17-10-14	10/2/2017	\$ 64.70	Tab Group
15)	33.03	OP-17-10-15	9/29/2017	\$ 17.96	Borough of Butler Electric
16)	26.01	OP-17-10-16	9/25/2017	\$ 2,500.00	US Bank
17)	33.03	OP-17-10-17	10/10/2017	\$ 3.32	JCP&L - No Voucher Needed per Legislation
18)	33.03	OP-17-10-18	7/12/2017	\$ 3.32	JCP&L - Ck 7730 paid/cleared - not listed on July Bill List
19)	26.06	OP-17-10-19	10/17/2017	\$ 56,216.33	United States Treasury - IRS
20)	22.04	OP-17-10-20	10/16/2017	\$ 3,500.00	Hawkins Delafield & Wood
TOTAL:			\$ 990,347.93	Corrected	
* Breakdown					
27.00	\$63,280.00	Respectfully Submitted,			
13.00	\$272,793.00				
35.00	\$555,677.00				
Total	\$91,750.00	Daniel D. Kelly, P.E. Consulting Engineer			

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

- AYES** : Chairman Voorman, Commissioners Gall, Howard, Metcalfe and Verdonik
- NAYS** : None
- ABSENT** : Commissioner Lampmann
- ABSTAIN** : None

2. Construction Fund Disbursements

2.1 Construction Disbursement Requisition No. C-13-53

Commissioner Gall presented and moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-13-53 as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-13-53

In accordance with Section 513(B) of the Resolution adopted by the Authority on July 15, 1986, as amended and supplemented, and entitled “Resolution Providing for the Issuance of Bonds of the Pequannock River Basin Regional Sewerage Authority and for the Rights of the Holders Thereof, and Authorizing \$20,000,000 Principal Amount Thereof” (the “Resolution”), you are hereby instructed to make the following disbursements from the Construction Fund (Account #2576006501) as authorized by the Authority at a meeting on **October 18, 2017:**

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120322C61	C-13-53-10-1	10/10/17	\$ 832.50	Maraziti Falcon LLP
2)	120322	C-13-53-10-2	10/12/17	\$ 428.91	Kelly Engineering
TOTAL DISBURSEMENTS				<u>\$ 1,261.41</u>	

UNLESS OTHERWISE DIRECTED, ALL CHECKS SHALL BE MAILED DIRECTLY TO THE CLAIMANT AT THE ADDRESS INDICATED ON THE VOUCHER FORM.

In compliance with Section 513, Subsection (B) of the Resolution, all disbursement requests listed above are supported by copies of the enclosed voucher forms, each of which has been signed by two Authority Officers and me certifying that such disbursement is necessary to pay part of such cost of the Project.

As required by Section 513(B) of the Resolution, any disbursements for “. . . the purpose of paying the purchase price or cost of any lands, easements, rights or interest in or relating to lands or paying the cost or expense of work, materials, supplies or equipment . . .”, will be accompanied by a Consulting Engineer’s Certificate as required by Section 513(B) of the Resolution. The supporting Consulting Engineer’s Certificate is attached.

Upon payment of the above vouchers, please forward to the undersigned a statement of the balance in the **2013 Project** account.

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

- AYES** : Chairman Voorman, Commissioners Gall, Howard, Metcalfe and Verdonik
- NAYS** : None
- ABSENT** : Commissioner Lampmann
- ABSTAIN** : None

2.2 Construction Disbursement Requisition No. C-17-6

Commissioner Gall presented and moved approval of the bills as listed on Construction Fund Disbursement Requisition No. C-17-6 as follows:

CONSTRUCTION DISBURSEMENT REQUISITION No. C-17-6

In accordance with Section 513(B) of the Resolution adopted by the Authority on July 15, 1986, as amended and supplemented, and entitled “Resolution Providing for the Issuance of Bonds of the Pequannock River Basin Regional Sewerage Authority and for the Rights of the Holders Thereof, and Authorizing \$20,000,000 Principal Amount Thereof” (the “Resolution”), you are hereby instructed to make the following disbursements from the Construction Fund (Account #2576006501) as authorized by the Authority at a meeting on **October 18, 2017**:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120327	C-17-6-10-1	10/6/17	\$ 6,507.91	Kelly Engineering
2)	120327	C-17-6-10-2	10/10/17	\$ 148.00	Maraziti Falcon
TOTAL DISBURSEMENTS				<u>\$ 6,655.91</u>	

UNLESS OTHERWISE DIRECTED, ALL CHECKS SHALL BE MAILED DIRECTLY TO THE CLAIMANT AT THE ADDRESS INDICATED ON THE VOUCHER FORM.

In compliance with Section 513, Subsection (B) of the Resolution, all disbursement requests listed above are supported by copies of the enclosed voucher forms, each of which has been signed by two Authority Officers and me certifying that such disbursement is necessary to pay part of such cost of the Project.

As required by Section 513(B) of the Resolution, any disbursements for “. . . the purpose of paying the purchase price or cost of any lands, easements, rights or interest in or relating to lands or paying the cost or expense of work, materials, supplies or equipment . . .”, will be

accompanied by a Consulting Engineer's Certificate as required by Section 513(B) of the Resolution. The supporting Consulting Engineer's Certificate is attached.

Upon payment of the above vouchers, please forward to the undersigned a statement of the balance in the **2017 Project** account.

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

AYES : Chairman Voorman, Commissioners Gall,
Howard, Metcalfe and Verdonik

NAYS : None

ABSENT : Commissioner Lampmann

ABSTAIN : None

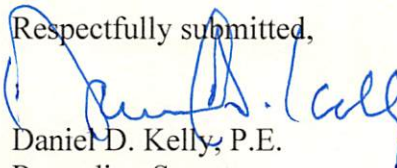
OPEN MEETING FOR PUBLIC COMMENT

There being no members of the public present, Chairman Voorman dispensed with the public participation portion of the meeting.

ADJOURNMENT

At approximately 8:45 pm, Commissioner Metcalfe moved adjournment. Commissioner Howard seconded the motion which was approved unanimously on voice vote.

At approximately 8:45 pm, the meeting was adjourned.

Respectfully submitted,

Daniel D. Kelly, P.E.
Recording Secretary

Enclosures: Treasurer's Report for the period ending September 30, 2017