

MEETING MINUTES

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

October 20, 2021

Minutes of the regular meeting of the **Pequannock River Basin Regional Sewerage Authority** held on October 20, 2021. 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 and Voorman

ABSENT : Commissioner Pellegrini (excused)

ALSO PRESENT : Jamie Avagnano, Authority Administrator;
Christopher H. Falcon, Esq., Maraziti, Falcon, LLP
Steve Donati, P.E., CP Engineers; Sean Cohen, CSL
Services, Inc.

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 – September 15, 2021

Vice Chairman Voorman moved acceptance of the minutes of the September 15, 2021 regular meeting. That motion was seconded by Commissioner Metcalfe and approved on the following roll call vote:

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

NAYS : None

ABSENT : Commissioner Pellegrini

ABSTAIN : None

OPERATIONAL REPORT

1. SYSTEM OPERATIONS

1.1 Flow Metering Comprehensive Service Contract OM-7

Chairman Verdonik introduced Sean Cohen, Business Development Manager of CLS Services, Inc. who was invited to the meeting to address any questions the Board may have on CSL's recent proposal for flow metering services.

Commissioner Lampmann opened the session questioning how CSL determines the most adequate location of the flow meters taking into account the hydraulics and varying depths of the PRBRSA system. Mr. Cohen advised that CSL makes recommendations on the most suitable meter housing location by conducting site investigations which includes a review of the turbulent flow conditions, influent conditions and access points in each area.

Commissioner Desai and Chairman Verdonik both questioned the meter accuracy given the velocity and depth readings with various percentages of flow depending on the size and slope of the pipe. Mr. Cohen confirmed that each meter is designed for a round pipe with a standard slope, however, the meter can be calibrated to account for irregular shapes and varying slopes by using cross-section measurements when the meter is installed. Regarding Commissioner Desai's comment on wet weather surges and I/I analysis, Mr. Cohen stated that the readings will line up well during dry weather conditions while a spike in wet weather conditions will be recorded. If the readings remain high after the expected spike the analyst will review the data points to gain a better understanding of the contributing factors.

Commissioner Howard and Vice Chairman Voorman questioned the use of different meter manufacturers depending on the location of the installation. Mr. Cohen advised that while this is possible and some of their current customer do use different equipment throughout the system, the data is generally more consistent if the same manufacturer is used throughout the system yet that would be determined after the site visit.

Commissioner Lampmann inquired about the use of historical data. Mr. Cohen advised that historical data is not necessary in that the meters and data readings are field verified every two weeks to assure the meters are not being obstructed.

On satisfactorily answering the Board's questions, the Board thanked Mr. Cohen for his description and clarification of CSL's services. Sean Cohen left the meeting in progress at 6:20 pm.

Chairman Verdonik requested a motion to move Resolution No. R-21-10-1 awarding Contract OM-7 to CSL Services, Inc.

Treasurer Lampmann moved Resolution No. R-21-10-1 as follows:

Resolution No. R-21-10-1

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, the Authority issued a Request for Proposals for the receipt of sealed proposals for the performance of meter inspection and calibration services for a twelve (12) month period, with an option to renew such contract for an additional two (2) twelve (12) month periods, at the sole discretion of the Authority and subject to the annual appropriation and availability of funds therefore; and

WHEREAS, the Authority has received and reviewed the September 8, 2021 proposal of CSL Services, Inc. for Contract No. OM-7; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-2(7), authorizes the Authority to award contracts for Extraordinary Unspecifiable Services without public advertising for bids and bidding thereof; and

WHEREAS, the Authority has reviewed the Certification of Jamie Avagnano, Authority Administrator, dated October 20, 2021, attached hereto and made a part hereof; and

WHEREAS, the Authority has considered the recommendations set forth by the September 13, 2021 letter of the Authority Engineer concerning the proposal of CSL Services, Inc. as responsible and responsive to the Authority's RFP and is satisfied that the proposal is in the best interest of the Authority and desires to award a contract for one year with an option to renew for a second and third year, at the discretion of the Authority and provided that sufficient funding is available; and

WHEREAS, the Authority Treasurer certifies that sufficient funds are available to provide funding for the contract at line item 33.01.

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 20th day of October, 2021, as follows:

1. The Authority hereby awards a contract to CSL Services, Inc. for the performance of comprehensive flow monitoring services in connection with the measurement, electronic transmission, calculation, analysis, and recording of sewage flows, for one year and including two 1-year extensions, at the sole discretion of the Authority and subject to the availability of funds for the extended obligation, as follows:

Permanent Flow Meters (Lease Program)

December 1, 2021 to November 30, 2022	\$32,160.00
Two 1-year Extensions	\$32,160.00/year

2. The Chairman is authorized and directed to execute the aforesaid agreement on behalf of the Authority. This contract is awarded without competitive bidding as a in accordance with N.J.S.A. 40A:11-5(1)(a)(ii) of the Local Public Contracts Law because the service is of such a nature that it requires a level of expertise in engineering, meter calibration and data processing and analysis necessary to ensure accurate and continuous measurement of sanitary sewage flows, which services are of such a qualitative nature that this work cannot be described in written specifications.
3. The Authority hereby authorizes CSL Services, Inc. to proceed with the Work set forth by the September 8, 2021 proposal for the performance of permanent metering services for the period of December 1, 2021 to November 30, 2022 at a cost of \$32,160.00.
4. The Secretary is authorized and directed to cause a copy of this Resolution to be published in the official newspaper of the Authority within ten (10) days of the date hereof. The contract 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 Vice Chairman Voorman and approved on the following vote:

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

1.2 Flow Report

Chairman Verdonik advised that the Flow Report and subsequent flow data for the period ending September 2021 was included in the meeting package for the Board's review which included the following reports:

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

Chairman Verdonik noted that for September PRBSRA Meter P-4 and TBSA Meter M-15 are reading within 10% of each other. Therefore, he recommended that the Flow Report utilize the data recorded for Meter P-4 for September.

1.3 TBSA Flow Report (Budget vs. Actual)

Chairman Verdonik commented on the TBSA Budget vs. Actual memorandum noting that PRBRSRA is slightly above our minimum contractual flow of 1.85 for the year. He mentioned that if the trend continues the Authority should receive a credit based on usage at the end of TBSA's fiscal year.

1.4 Consulting Engineer's Report

Chairman Verdonik advised that the Consulting Engineer's Report was distributed prior to the meeting. He informed the Board that due to the expiration of the General Bond Resolution in FY 2022 that the Consulting Engineer's Report was no longer required as a financial document. Chairman Verdonik recommended retaining the Consulting Engineer's Report going forward, reformatted as a planning tool for future projects, infrastructure and asset management. The Board agreed.

1.5 Interceptor CCTV-Inspection & Cleaning Project

Mr. Donati advised the Board that the Pre-Con meeting with TAM Enterprises was complete and that the contractor anticipated a November 1st start date with completion in December 2021.

Referring to CP's Work Directive, Mr. Donati advised that on review of the CCTV-inspection videos taken by Arold from December 2020 and RVE's recommendation for remediation based on those reports, he agreed that heavy cleaning and additional CCTV-inspection should be completed in Riverdale between MH 94 and MH 96.

He further advised that TAM Enterprises not-to-exceed quote of \$5,022 to perform the additional scope yet, in speaking with the contractor, they agreed that the cost would most likely be reduced on a time and materials basis if the additional scope could be completed during the same period as Contract PRB 21-1. Administrator Avagnano stated that the allowances for traffic control and heavy cleaning in the contract would most likely be utilized to cover the additional scope without an increase in the overall cost.

Given the heavy debris and spalling noted in the PRBRSA Interceptor in Riverdale, Chairman Verdonik requested a motion for the Engineer to proceed with the Work Directive for the additional scope.

Commissioner Desai moved a motion to authorize the Engineer to direct the contractor to perform the additional scope as described above under Contract PRB 21-1. That motion was seconded by Treasurer Lampmann and passed on the following roll call vote:

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

2. TBSA ACTIVITIES

2.1 Status Update

Vice Chairman Voorman reported that as a part of the revised Service Contracts, he and Chairman Verdonik made a condition on behalf of PRBRSA that the 1.85 minimum flow contractual flow be removed resulting in a favorable financial position for PRBRSA. Vice Chairman Voorman reiterated Chairman Verdonik’s comment above that the current TBSA 10-year lookback revealed a substantial credit to PRBRSA.

3. TWA APPLICATIONS AND CONNECTION PERMITS

3.1 Residential Connection Investigations
#69 Hamburg Turnpike
Bloomingdale

Chairman Verdonik advised the Board that the lateral connection at #69 Hamburg Turnpike was complete and the property owner has been reimbursed for his expenses. Mr. Donati referred to his summary report with photos advising that the connection went extremely well and that representatives from the Borough of Bloomingdale and Passaic County were onsite to inspect the project. Administrator Avagnano added that the total project cost reimbursement was around \$20,000 well under the previous quotation of \$65,000.

Commissioner Mabey inquired regarding the paving requirements by Passaic County on the road opening. Administrator Avagnano advised that the contractor was retained by the homeowner not PRBRSA and all permits were obtained directly by the contractor so PRBRSA does not have any responsibility to Passaic County.

4. **CONSTRUCTION CONTRACTS**

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

Chairman Verdonik advised that the manhole frames and covers have been delivered.

Chairman Verdonik referred to Mr. Lampmann, Butler Administrator, regarding reimbursement for the area paved around Butler Park under the Borough's COOP plan.

Mr. Lampmann explained that while the original area sketched for paving included 1300 SY as previously approved, on further review, the sketch did not include two trench areas that were patched under PRBRSA Contract PRB 19-1 that should have been included in the area for paving reimbursement. He also added that if the Authority were to have contracted the paving under Montana Construction that the quote was for \$65,000 so through the use of Butler's COOP pricing the total amount including the expanded area offered a substantial savings.

The Board reviewed the opposition and requested that Mr. Lampmann provide a sketch of the expanded area as well as the cost breakdown for the area in question to be discussed at the December 1st meeting. Mr. Lampmann agreed and requested that the Board approve the reimbursement for the 1300 SY previously agreed to which was submitted under Construction Fund Disbursement C-17-50 in order to pay the contractor.

The Board authorized payment to the Borough of Butler in the amount of \$22,500.00 for reimbursement of 1300 SY of paving, milling and striping at Main Street/Park Place Butler as previously authorized.

5. **FINANCIAL MATTERS**

5.1 **Treasurer's Report: September 30, 2021**

Treasurer Lampmann presented the Treasurer's Report for the period ending September 30, 2021. Commissioner Metcalfe moved approval of the Treasurer's report as presented.

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

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

NAYS : None

ABSENT : Commissioner Pellegrini

ABSTAIN : None

Note: Commissioner Desai left the meeting in progress at 6:30 PM

BUDGET HEARING

At approximately 6:35 pm, Chairman Verdonik opened the Budget Hearing to the Public

There being no public present, the Budget Hearing Presentation was read and entered into the record below.

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

BUDGET MESSAGE

BUDGET HEARING: OCTOBER 20, 2021

ANNUAL BUDGET: FY 2022

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

This budget hearing is being held prior to adoption of the Authority's fiscal year 2022 annual budget as initially approved on August 18th with State approval received on September 15th. The proposed budget was forwarded to each town on September 20th with notification of this hearing.

The Authority remains committed to maintaining our infrastructure by taking a proactive approach on investigative measures to limit the necessity of costly emergency repairs. On careful consideration, the Board approved an \$80,000 or 1.5% increase in the Annual Charges to the municipalities. On adoption of the FY 2022 Budget, Revenues and Appropriations will be \$5,510,100 for FY 2022.

To fund future infrastructure rehabilitation projects, the FY 2022 budget includes a contribution to the Renewal and Replacement Fund of \$300,000 as well as a contribution to the Capital Reserve Fund of \$100,000 for remediation projects as presented in the Capital Budget.

For your information, the "FY 2022 Annual Budget Summary" showing the breakdown of Revenues and Appropriations along with the distribution of Annual Charges among the four municipalities is available here for review.

This concludes our presentation on the Authority's proposed FY 2022 Annual Budget.

The Board welcomes any comments that the public may have at this time.

Raymond Verdonik, Chairman

Encls. ("FY 2022 Annual Budget Summary" dated October 20, 2021)
("FY 2022 DLGS Annual Budget dated approved September 15, 2021)

At approximately 6:40 pm, the Budget Hearing was closed and the Board returned to the regular agenda.

5.2 Annual Budget: FY 2022

Chairman Verdonik requested a motion to adopt the FY 2022 Annual Budget.

Secretary Howard moved Resolution No. R-21-10-2 FY 2022 Budget Resolution as follows:

Resolution No. R-21-10-2

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

Pequannock River Basin Regional Sewerage Authority (Name)

FISCAL YEAR: FROM: November 1, 2021 TO: October 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 1, 2021 and ending, October 31, 2022 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 20, 2021; 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 \$ 5,510,100, Total Appropriations, including any Accumulated Deficit, if any, of \$5,510,100 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$950,000 and Total Unrestricted Net Position planned to be utilized of \$650,000; 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 20, 2021 that the Annual Budget and Capital Budget/Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning, November 1, 2021 and, ending, October 31, 2022 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.

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Desai				X
Howard	X			
Lampmann	X			
Mabey	X			
Metcalf	X			
Pellegrini				X
Verdonik	X			
Voorman	X			

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

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

5.3 FY 2022 Annual Charges

Administrator Avagnano advised that Schedule C per the 2020 Amended and restated Service Contract was received from each town. She added that the Boroughs of Bloomingdale and Kinnelon reported no new connections over the prior 12 months, the Borough of Butler reported 3 residential connections and 1 commercial connection for a total of 6 EDUs and the Borough of Riverdale reported 46 new connections. However, on Riverdale's review of Appendix A in the Alternative User Study listing the Borough's properties, Mayor Carelli reported that he identified 88 connections that appeared to be duplicates also referred to as Rock Creek Building A, B, C & D.

Mr. Falcon advised the Board that the Service Contract provided that the EDU count would be reevaluated every 3 or 5 years but not before 3 years from the last count at the Board's determination. However, the service contract does allow for the Administrator to adjust the EDUs based on the reports from Schedule C to be applied to the Annual Charge distribution.

Administrator Avagnano added that she had informed Mayor Carelli that each town was given numerous occasions to review the base EDUs to be included in the Service Contract and make revisions as necessary. She also advised Mayor Carelli that by executing the Amended and Restated Service Contract the towns agreed to the EDUs included in the contract as accurate.

Chairman Verdonik led discussions stating that the Authority maintains that the EDUs should accurately reflect the current percentage for the annual charge distribution which is the primary reason for adopting the EDU method of billing.

The Board agreed, stating that if Riverdale could demonstrate and provide certified evidence of the duplication that the Board would direct the Administrator to revise the EDUs accordingly. Treasurer Lampmann, on examination of Riverdale's revised Appendix A, stated that the more accurate count would include the individual 88 townhome listing and remove Building A, B, C and D from the report since the buildings are based on flows whereas the individual property listing is more accurate based on the EDU unit type. The Board Agreed.

Chairman Verdonik requested a motion to direct the Administrator to inform the Borough of Riverdale of the Board's direction for Riverdale to provide a certification from the Borough Engineer of the individual units contained within Building A, B, C and D including the type of unit and address under each Building by November 15th for consideration and discussion at the December 1, 2021 meeting.

Secretary Howard moved approval of the Motion as described above. The motion was seconded by Treasurer Lampmann and passed on the following roll call vote:

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

NAYS : None

ABSENT : Commissioners Desai and Pellegrini

ABSTAIN : None

6. UNFINISHED BUSINESS

6.1 Unauthorized Connection – Riverdale Claim Matter

Mr. Falcon advised that NJIF Counsel, Eric Nemeth, requested the 1987 Service Contract which his office provided. Mr. Falcon also reported that Mr. Nemeth said that Langan Engineering's report was being submitted later that week for review.

For the record, the Board expressed dissatisfaction generally that the matter continues to lag repeating that PRBRSA's claim is against Riverdale and not affiliated with Riverdale's insurance claim.

7. NEW BUSINESS

None

8. CONSENT AGENDA

None

9. PAYMENT OF BILLS

Operating Budget

9.1 Operating Request for Payment No. 412

Treasurer Lampmann presented Operating Request for Payment No. 412 and moved approval as follows:

The following bills have been reviewed and are recommended for approval for payment at the October 20, 2021 meeting of the Authority from the Operating Account (Wells Fargo Bank Account 1425985):

	PRBRSA	VOUCHER	VOUCHER	PAYMENT	
	ACCT. NO.	NO.	DATE	AMOUNT	CHECK PAYABLE TO
1)	24.05	OP-21-10-1	3/1/2020	\$ 250.00	Borough of Butler
2)	33.01	OP-21-10-2	10/1/2020	\$ 2,759.00	Borough of Butler
3)	24.07	OP-21-10-3	10/5/2021	\$ 187.45	J. Avagnano
4)	32.02	OP-21-10-4	10/14/2021	\$ 3,658.50	CP Engineers LLC
5)	32.01	OP-21-10-5	10/11/2021	\$ 4,290.00	Maraziti Falcon LLP
6)	32.02	OP-21-10-6	10/14/2021	\$ 5,700.75	CP Engineers LLC
7)	33.01	OP-21-10-7	10/15/2021	\$ 3,426.00	ADS LLC
8)	34.03	OP-21-10-8	10/14/2021	\$ 1,740.00	CP Engineers LLC
9)	24.04	OP-21-10-9	10/11/2021	\$ 73.02	J. Avagnano
10)	*	OP-21-10-10	12/23/2020	\$ 962,886.00	Pequanmock Lincoln Park & Fairfield Sewerage Authority
11)	22.05	OP-21-10-11	10/5/2021	\$ 28,054.95	Borough of Butler
12)	22.05	OP-21-10-12	10/5/2021	\$ 6,268.45	Borough of Butler
13)	26.01	OP-21-10-13	10/5/2020	\$2,500.00	US Bank
14)	24.07	OP-21-10-14	9/5/2021	\$ 31.57	North Jersey Media Group
15)	24.04	OP-21-10-15	9/17/2021	\$ 68.26	Tab Group
16)	24.07	OP-21-10-16	9/25/2021	\$ 328.32	Staples
17)	24.07	OP-21-10-17	10/9/2021	\$3.10	JCP&L
18)	33.03	OP-21-10-18	9/23/2021	\$ 18.23	Borough of Butler Electric
19)	24.04	OP-21-10-19	10/12/2021	\$ 63.80	TAB Group
20)	24.07	OP-21-10-20	10/14/2021	\$ 7.22	North Jersey Media Group
TOTAL:				<u>\$ 1,022,314.62</u>	

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

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

NAYS : None

ABSENT : Commissioners Desai and Pellegrini

ABSTAIN : None

Construction Fund Disbursements

9.2 Construction Disbursement Requisition

Treasurer Lampmann presented and moved Construction Disbursements C-17-48, C-17-49 and C-17-50 as follows:

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120328C2	C-17-48-9-1	9/24/2021	\$ 15,000.00	Maraziti Falcon Trustees
	TOTAL DISBURSEMENTS			<u>\$15,000.00</u>	

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120328C2	C-17-49-10-1	10/7/2021	\$ 1,900.00	Maraziti Falcon, LLP Trustees
	TOTAL DISBURSEMENTS			<u>\$1,900.00</u>	

	<u>AUTHORITY ACCOUNT #</u>	<u>VOUCHER NUMBER</u>	<u>VOUCHER DATE</u>	<u>PAYMENT AMOUNT</u>	<u>PAYEE</u>
1)	120328C2	C-17-50-10-1	10/15/2021	\$ 1,920.00	Borough of Bloomingdale
2)	120328C2	C-17-50-10-2	10/15/2021	\$ 1,722.00	Borough of Bloomingdale
3)	120328C3	C-17-50-10-3	10/15/2021	\$ 2,014.00	Campbell Foundry
4)	120328C3	C-17-50-10-4	10/15/2021	\$22,500.00	Borough of Butler
	TOTAL DISBURSEMENTS			<u>\$28,156.00</u>	

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

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

OPEN MEETING FOR PUBLIC COMMENT

Chairman Verdonik opened the meeting to the public. No public was present. Chairman Verdonik polled the Board regarding the 6:00 pm meeting time for the December 1st meeting. The Board agreed. Commissioner Metcalfe noted that he will be out of town for the January and February meeting but requested that a call in option be available. Chairman Verdonik directed the Administrator to provide a call-in number for Commissioner Metcalfe during the January and February 2022 meetings. With no public present, the public portion of the meeting was closed.

ADJOURNMENT

At approximately 6:55 pm, Treasurer Lampmann moved to adjourn the regular meeting. That motion was seconded by Commissioner Metcalfe and approved unanimously on voice vote.

At approximately 6:55 pm the meeting was adjourned.

Respectfully submitted,


Jamie Avagnano
Recording Secretary

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