

**RESOLUTION AMENDING THE BY-LAWS OF THE PEQUANNOCK RIVER BASIN  
REGIONAL SEWERAGE AUTHORITY TO INCLUDE THE USE OF A CONSENT  
AGENDA**

**WHEREAS**, the provisions of the Sewerage Authorities Law, and particularly N.J.S.A. 40:14A-7(11), authorize the Pequannock River Basin Regional Sewerage Authority (hereinafter the “Authority”) to make By-Laws and regulations for the management of its business and affairs, and to amend the same from time to time; and

**WHEREAS**, the Authority desires to amend its By-Laws to:

- 1) Establish time of Meeting;
- 2) Clarify the procedure for voting on matters coming before the Authority;
- 3) Revise the Order of Business and provide for the use of a Consent Agenda procedure; and
- 4) Clarify the procedure for the presentation and payment of Claims for Payment.

**NOW, THEREFORE, 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 20<sup>th</sup> day of March, 2019 as follows:

**Section 1.** The By-Laws of the Authority are hereby amended to revise Article X entitled “Meetings of the Authority” as follows:

**ARTICLE X**

**MEETINGS OF THE AUTHORITY**

1. The Annual Meeting of the Authority, and the election and appointment of officers and for the transaction of any other business shall be held on the date set for the February meeting of each year, commencing at 7:00 p.m. or such time as the Authority shall subsequently determine by the adoption of a Resolution which shall be published in accordance with law.

**Section 2.** The By-Laws of the Authority are hereby amended to revise Article XI entitled “Quorum” as follows:

## ARTICLE XI

### QUORUM

1. The powers of the Authority shall be vested in the members, who shall each bear the title of Commissioner or Member of the Authority.
2. Four members shall constitute a quorum for the purposes of conducting the Authority's business and exercising its powers and for all other purposes.
3. When a quorum is in attendance, all questions shall be determined by a vote of the members present. The affirmative vote of at least a majority of the members in attendance shall be necessary to take action except as noted in Section 4.
4. In the case of the approval of capital expenditure, each member community must be represented in the vote. In the absence of both members from one community, the vote must be deferred to the next regular meeting at which time a majority of the members present may decide the issue.
5. The voting on all questions coming before the Authority shall be by voice vote as follows:
  - a. Roll Call vote on Resolutions, Election of Officers, Payment of Bills, Capital Expenditures and such other topics required by law to be adopted by Roll Call vote.
  - b. Yeas and Nays without identification of the votes of Members by Roll Call vote.
  - c. In the event that the Chair is unable to determine which side has prevailed on a vote by the yeas and nays, or at the request of any Member present, a Roll Call vote shall then be taken and recorded.

**Section 3.** The By-Laws of the Authority are hereby amended to revise Article XII entitled "Order of Business" as follows:

## ARTICLE XII

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### ORDER OF BUSINESS

1. The Order of Business at regular meetings shall be as follows:
  - a) Call to Order and Open Public Meetings Notice
  - b) Roll Call

- c) Reading and approval of the minutes of previous meetings
  - d) Public hearings
  - e) Reports: Operational, Financial and other
  - f) Consent Agenda Resolutions
  - g) Unfinished Business
  - h) New business
  - i) Resolutions and Payment of Bills
  - j) Public Comment
  - k) Adjournment
2. All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.
  3. At the annual meeting the election of officers shall follow Roll Call and Open Public Meetings Notice.
  4. A Consent Agenda may be utilized and shall consist of Resolutions that are considered routine in nature and require no discussion. Items on the Consent Agenda shall be read by title only at the conclusion of which a vote shall be taken on all the items listed. At the request of any Member, any item on the Consent Agenda shall be separately discussed, moved and voted upon.

**Section 4.** The By-Laws of the Authority are hereby amended to revise Article XV entitled "Claims for Payment" as follows:

## **ARTICLE XV**

### **CLAIMS FOR PAYMENT**

1. All bills or claims for payment against the Authority shall be presented on the voucher form prescribed and furnished by the Authority.
2. All bills or claims must be certified by the Administrator that the materials or services referred to in the voucher are satisfactory and have been received.
3. No warrants or checks shall be issued in payment of any bills or claims before having been approved for payment by the Authority.
4. All checks or warrants must be signed by any two of the following officers: Chairman, Vice-Chairman, Treasurer, Secretary, or Assistant Secretary, except when otherwise directed by resolution of the Authority.

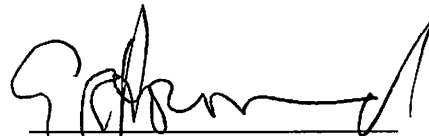
**Section 5.** The Administrator is authorized and directed to provide a copy of this Resolution to the Clerks of Bloomingdale, Butler, Kinnelon and Riverdale on or before April 6, 2019.

**Section 6.** This Resolution has been adopted in accordance with the provisions of Article XIII "Amendments".

**Section 7.** This Resolution shall take effect as provided by law.

**CERTIFICATION**

Certified to be a true copy of a Resolution adopted by the Pequannock River Basin Regional Sewerage Authority at a duly convened meeting of the Authority held on March 20, 2019.



Edwin Howard, Secretary