

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES June 17, 2015

Chairman Chamberlain called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:32 p.m. The meeting was held at the Authority's Administration building located at 199 Foul Rift Road, Belvidere, New Jersey.

Roll Call:

Chad Chamberlain, Chairman	Laurel Napolitani	Absent
Morris Scott, Jr., Vice Chairman		
Robert Piazza, Treasurer		
Sidney Deutsch		
Drew Kiszonak		
Donald Niece		
Everdina O'Connor		
Philip Rosenberg		

Also, in attendance were:

Daniel Olshefski, Authority Chief Financial Officer; Katharine Fina, Esq., Authority Legal Counsel; Stephen Donati, P.E., Authority Engineer; Billy J. Wauhop, Authority Consultant; and Patricia Kaspereen, Administrative Assistant.

Mr. Francisco was also present.

Chairman Chamberlain led everyone in the Pledge of Allegiance and then read the Introductory Statement.

MINUTES

Mr. Piazza moved and Ms. O'Connor seconded to approve the minutes of the May 20, 2015 regular meeting, as presented. The motion passed. Roll call was as follows:

Mr. Deutsch	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Yes	Mr. Rosenberg	Yes
Ms. Napolitani	Absent	Mr. Scott	Abstain
Mr. Niece	Yes	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

Mr. Piazza moved and Mr. Deutsch seconded to approve the minutes of the May 20, 2015 executive session, as presented. The motion passed. Roll call was as follows:

Mr. Deutsch	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Yes	Mr. Rosenberg	Yes
Ms. Napolitani	Absent	Mr. Scott	Abstain
Mr. Niece	Yes	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

CORRESPONDENCE

Chairman Chamberlain said most of the correspondence would be discussed throughout the meeting:

1. A letter dated May 27, 2015, from Mr. Tipton, Esq., Florio Perrucci Steinhardt & Fader, to Ms. Thomas, President, Tomar Construction Services regarding payment #16.
2. A letter dated June 1, 2015, from Mr. Chebra, Assistant Director, Municipal Finance & Construction Element, Division of Water Quality, NJDEP, to Mr. Wasser, Licensed Operator, notifying him that payment request #12 (combined payments 12 &13) has been recommended for approval.
3. A letter dated June 2, 2015, from Mr. Mikulka, C.P.M., Senior Project Manager, CP Engineers to Mr. Paull, Chief, Northern Bureau of Water Compliance & Enforcement, NJDEP advising the Department of anticipated bypasses during the Oxford WWTF Upgrade.
4. (a &b) Memos dated June 2, 2015, from Mr. Marvin, Warren County Administrator, concerning Financial Disclosure Statements.
5. A letter dated June 3, 2015, from the New Jersey Department of Health regarding the 2014 Right to Know Surveys.
6. A letter dated June 5, 2015, from Mr. Donati, P.E., V.P., CPE, to Mr. Wauhop, Authority Consultant enclosing a copy of Progress Payment Application No. 17, submitted by Tomar Construction Services for Contract No. 12-01: Oxford WWTF Upgrade.
7. A letter dated June 12, 2015, from Mr. Aiello, Chief, NJDEP notifying the Laboratory Manager that our laboratory performed acceptably on the 2015 Non-Potable Water Proficiency Test Study for the Belvidere facility.
8. A letter dated June 12, 2015, from Mr. Aiello, Chief, NJDEP notifying the Laboratory Manager that our laboratory performed acceptably on the 2015 Non-Potable Water Proficiency Test Study for the Oxford facility.

EXECUTIVE SESSION

At approximately 7:34 p.m., Mr. Scott moved and Ms. O'Connor seconded to adopt Resolution #15-29, to enter into an executive session to discuss contract matters and potential litigation. All in favor, motion carried.

At 8:51 p.m., Mr. Scott moved and Mr. Rosenberg seconded to return to open session. All in favor, motion carried.

CFO'S REPORT

Mr. Olshefski invested \$3,000,000 in a CD at .65% interest at Lakeland Bank and \$975,000 in a Money Market earning .55% interest. This should generate an additional \$8,200 in interest over six months.

There were no surprises with the budget.

GENERAL COUNSEL'S REPORT

Ms. Fina was aware that there has been ongoing discussions about how to bill the new owners of Warren Haven. The simplest way is to bill them directly and this is statutorily allowed. The Authority also has the option of billing the Township of Mansfield, provided Mansfield wants to enter into a contract with the Authority.

Mr. Olshefski said the next due dates for payment of sewage treatment charges are August 1 and November 1, 2015. The County will pay us for those bills and negotiate with the new owners of Warren Haven the amount they will repay the County in their closing settlement. This will give the Authority time to decide how we want to bill the new owners. There was further discussion.

Mr. Olshefski and Mr. Francisco left the meeting.

ENGINEER'S REPORT

Mr. Donati's report was distributed in the agenda packets.

Oxford WWTF ACO: The ACO compliance date is June 20, 2015, when fines will begin to accrue.

Oxford Upgrade: A couple of weeks ago the DEP made an on-site visit and noted a lack of progress and called CP Engineers.

Mr. Donati gave an update on the project and displayed photos.

Change Orders: Tomar disagreed with CPE's recommendation for 13 additional days, instead of the requested 66 days, so Tomar refused to move further along with the change order process.

Tomar's latest progress schedule shows late August as their completion date, but CPE believes it will be late December.

In addition to the previously discussed delay claim for 66 days, Tomar has submitted two more delay claims. One is for a time extension of 128 days related to weather. Mr. Donati prepared and distributed a comprehensive table of the disparity between Tomar's table and the daily log kept by the field engineer. The table includes weather information from 11/6/14 to 3/31/15. This disparity was discussed with Tomar earlier that day. In almost every case, the info does not match. Out of the 128 days requested, CP Engineers could only find justification for 9 days based on extreme temperature and extreme weather. CPE offered to send DEP a letter with the data and their recommendation. Mr. Wauhoh directed Mr. Donati to send a letter to the Authority first, for Board review and approval, before sending the letter to DEP.

The second delay claim is for 190 days for the MCC5, which only involved a minor change. Mr. Donati feels this claim has no legal standing and is baseless. He will send Tomar a letter rejecting this claim.

AUTHORITY CONSULTANT

Mr. Wauhoh distributed his report prior to the meeting.

Belvidere plant: He recapped maintenance items performed during the month. In the blower room, the foundation was poured for the pad for the new Kaeser Blower. The South Water Street pump station has been having problems for the past two months due to a worn impeller. A new impeller has been ordered. The decant pump on the #1 FST was replaced and the decant pump PVC line was repaired for the #2 FST; both FSTs are being used to decant. Mr. Berger replaced the brakes and rotors on the Belvidere truck.

Oxford plant: Mr. Wauhoh recapped maintenance items performed during the month. The brakes and rotors on the Oxford Truck were replaced. Outside the main gate, the light poles were removed and will be put up for auction.

Under general business, testing will continue with the process that utilizes the Pro2 Water Soluble Oxygen equipment until the units are picked up.

Michael Sipes, from Belvidere, has been hired as our summer helper and is working out great.

Mr. Wauhoh has had some discussions with the solar power company discussed last month. He will be supplying them with our current rate information from JCP&L. They will submit a proposal and presentation for the Board's consideration.

Yesterday, Mr. Wauhoh attended Administrator training down in Trenton for the Essential Employee Credentialing Program. ID cards will be issued to the operators and Mr. Wauhoh, allowing them to travel to the plants during a State of Emergency.

Mike and Nick Codis passed their Wastewater Treatment class, in preparation to take the State test next week.

Mr. Wauhop's contract expires in August. The matter will be placed on the agenda for the July meeting.

FINANCE (TREASURER)

After a brief discussion regarding the Tomar bill, Mr. Piazza moved that Resolution #15-30 (Certificate No. 355: \$537,013.17) be approved to pay all bills from the Capital Improvements Fund as presented, with the exception of the Tomar bill. Liquidated damages in the amount of \$46,500 (31 days x \$1,500 a day) will be deducted from their bill and held in escrow, resulting in a payment to Tomar of \$485,003. Mr. Scott seconded. The motion passed, roll call was as follows:

Mr. Deutsch	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Yes	Mr. Rosenberg	Yes
Ms. Napolitani	Absent	Mr. Scott	Yes
Mr. Niece	Abstain	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

Mr. Piazza moved that Resolution #15-31 (Certificate No. 347: \$61,816.98) be approved to pay all bills from the Operating Fund. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

UNFINISHED BUSINESS

Mr. Tipton's office will prepare a resolution for next month's meeting regarding post-retirement health benefits for new hires.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public present.

As there was no more business to come before the Authority, Mr. Scott moved and Ms. O'Connor seconded that the meeting be adjourned. All in favor, motion carried. The meeting was adjourned at 9:34 p.m.

Patricia Kaspereen
Administrative Assistant

RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

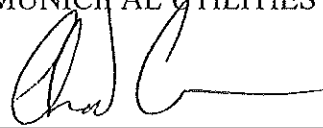
WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Warren County (Pequest River) Municipal Utilities Authority of the Township of White, County of Warren and State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
2. The General nature of the subject matter to be discussed is as follows:

Contract Matters
Potential Litigation
3. It is anticipated at this time that the above subject matter will be made public when appropriate.
4. This Resolution shall take effect immediately.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY



Chad Chamberlain, Chairman



Laurel Napolitani, Secretary

DATED: June 17, 2015

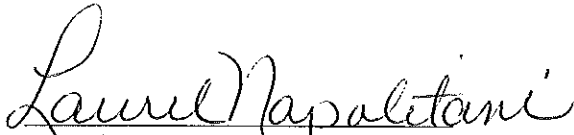
RESOLUTION RE:

EXPENDITURES FROM THE CAPITAL IMPROVEMENTS
FUND FOR THE MONTH OF JUNE 2015.

I HEREBY CERTIFY that the bills listed for CAPITAL IMPROVEMENTS are in
accordance with the Authority's budget.



Chad Chamberlain, Chairman


Laurel Napolitani, Secretary

Certificate No. CI 355

Dated: June 17, 2015

Moved by: Mr. Piazza

Seconded by: Mr. Scott

Yes 7

No 0

Abstain 1

Absent 1

**CAPITAL IMPROVEMENT
BILLS LIST
June 17, 2015**

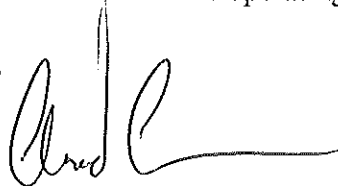
1.	CP Engineers, LLC Period: May 2015 Engineering Services Warren Haven Pump Stations Rehab\$6,454.75
2.	CP Engineers, LLC Period: May 2015 Engineering Services Construction Services Oxford WWTP Upgrade42,878.84*
3.	Certified Testing Laboratories, Inc. Concrete Testing Oxford WWTP Upgrade969.60*
4.	Florio Perrucci Steinhardt & Fader, LLC Period: May 2015 Legal Services Oxford WWTP Upgrade1,706.98*
5.	Tomar Construction Services, Inc. Payment Application #17 Contract No. 12-01 Oxford WWTP Upgrade Less Liquidated Damages held in Reserve Amount paid to Tomar531,503.00* ... <u>(46,500.00)**</u> <u>485,003.00</u>
	Total	...\$537,013.17**

* Bills to be submitted by CPE to request reimbursement from the NJEIT Financing Program

RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND
DURING THE MONTH OF JUNE 2015.

I HEREBY CERTIFY, that the bills listed on the attached Resolution of June 17,
2015, regarding payment of bills from the Operating Fund were for the operating expenses and
were in accordance with the Authority's 2015 budget.



Chad Chamberlain, Chairman



Laurel Napolitani, Secretary

Certificate No. OF 347

Dated: June 17, 2015

Moved by: Mr. Piazza

Seconded by: Mr. Scott

Yes 8

No 0

Abstain 0

Absent 1

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: June 17, 2015

BE IT RESOLVED, that the following bills are approved by the Authority for payment from the Operating Fund in accordance with the Authority's Bond Resolution:

Vendor Invoices:

Date:

Check #16692-16702

6/3/15

\$11,905.31

Due 6/17/15

49,911.67

Total

\$61,816.98

PENTAVATION
 DATE: 06/03/2015
 TIME: 10:27:38

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 6/15

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	39.54
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC SUPP LESS DISCOU	38.82
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	17.77
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	97.37
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	22.49
16692	10101	06/03/15	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	69.48
			TOTAL CHECK			285.47
16693	10101	06/03/15	CENTURYLINK	5076	TELE/ALRM BRKFLD MTR	19.90
16693	10101	06/03/15	CENTURYLINK	5076	TELE/ALRM S MTR ST PS	33.33
16693	10101	06/03/15	CENTURYLINK	5076	TELE/ALRM/FAX/INT BEL	294.64
			TOTAL CHECK			347.87
16694	10101	06/03/15	CRISTAL ASSOCIATES, LLC	5024	MISC MAINT SUPPLIES	113.80
16695	10101	06/03/15	FASTENAL COMPANY	5024	APR ADAPTOR	220.16
16696	10101	06/03/15	JCP&L	5071	ELECT LIBERTY ST MTR	2.81
16697	10101	06/03/15	MAIN POOL & CHEMICAL CO.,	5521	CHEMICALS	797.10
16698	10101	06/03/15	NJN PUBLISHING	5021	LEGAL NTC AUDIT	88.38
16698	10101	06/03/15	NJN PUBLISHING	5021	LEGAL NTC RESO 15-05	38.02
16698	10101	06/03/15	NJN PUBLISHING	5021	LEGAL NTC MTG SCHEDUL	19.34
			TOTAL CHECK			145.74
16699	10101	06/03/15	ONE CALL CONCEPTS, INC.	5024	ONE CALL LOCATES	3.72
16700	10101	06/03/15	TREASURER - STATE OF NJ	5049	ANNUAL PERMIT FEE BEL	4,783.87
16700	10101	06/03/15	TREASURER - STATE OF NJ	5049	ANNUAL PERMIT FEE OXF	5,096.52
			TOTAL CHECK			9,880.39
16701	10101	06/03/15	VERIZON WIRELESS	5076	MOBILE PHONES & OCCS	98.00
16702	10101	06/03/15	WILSON PRODUCTS	5024	ACET CYLINDER RENTAL	10.25
			TOTAL FUND			11,905.31
			TOTAL REPORT			11,905.31

PENTAMATION
 DATE: 06/12/2015
 TIME: 11:09:50

FUND - MUR01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 6/15

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
16703	10101	06/17/15	ABB INC.	5024	SERVICE CONT 4/1-6/30	1,248.00
16704	10101	06/17/15	BELVIDERE NAPA AUTO PARTS	5025	MISC VEHICLE SUPPLIES	28.98
16704	10101	06/17/15	BELVIDERE NAPA AUTO PARTS	5025	MISC VEHICLE SUPPLIES	19.11
		TOTAL CHECK				48.09
16705	10101	06/17/15	BILL HODGE ELECTRICAL CON	5024	SERVICE PUMP STATION	435.21
16706	10101	06/17/15	BILLY WAUHOP & ASSOCIATES	5029	MGMT/OPER SUPER OWNER REP	6,377.68
16707	10101	06/17/15	CENTURYLINK	5076	TELE/ALRM WH2	46.33
16707	10101	06/17/15	CENTURYLINK	5076	TELE/ALRM WH1	33.00
16707	10101	06/17/15	CENTURYLINK	5076	TELE/ALRM/FAX/INT OXF	128.91
16707	10101	06/17/15	CENTURYLINK	5076	TELE/ALRM AXF AVE PS	36.62
		TOTAL CHECK				244.86
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	12.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	7.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	7.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	7.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	12.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	7.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	12.24
16708	10101	06/17/15	CINTAS CORPORATION #101	5043	UNIFORMS	12.24
		TOTAL CHECK				77.92
16709	10101	06/17/15	COUNTY OF WARREN	5028	SUPPORT FINANCE OFFICE	1,000.00
16710	10101	06/17/15	CP ENGINEERS, LLC	5545	ENGINEERING SERV MAY	77.50
16710	10101	06/17/15	CP ENGINEERS, LLC	5545	ENGINEERING SERV MAY	661.50
16710	10101	06/17/15	CP ENGINEERS, LLC	5545	ENGINEERING SERV MAY	1,433.75
16710	10101	06/17/15	CP ENGINEERS, LLC	5545	ENGINEERING SERV MAY	507.00
		TOTAL CHECK				2,679.75
16711	10101	06/17/15	DEUTSCH, SIDNEY	5011	STIPEND JUNE	166.67
16712	10101	06/17/15	FASTENAL COMPANY	5024	MEASURING COUNT'G WH	89.81
16713	10101	06/17/15	FLORIO PERRUCCI STEINHARD	5027	LEGAL SERVICES MAY	2,038.77
16714	10101	06/17/15	GERO, WAYNE	5092	REIMB HEALTH BENEFITS	491.55
16715	10101	06/17/15	GREENER PLANET SYSTEMS IN	5079	GPS PRO2 BIOCELL RENTAL	5,000.00
16716	10101	06/17/15	JCP&L	5071	ELECT BEL STP	6,925.09
16716	10101	06/17/15	JCP&L	5071	ELECT AXF AVE PS	73.35
16716	10101	06/17/15	JCP&L	5071	ELECT OXF STP	5,062.49
16716	10101	06/17/15	JCP&L	5071	ELECT MONIT STAT	2.81
16716	10101	06/17/15	JCP&L	5071	ELECT WH PS2	414.75
16716	10101	06/17/15	JCP&L	5071	ELECT S WTR ST PS	541.07
		TOTAL CHECK				13,019.56
16717	10101	06/17/15	KISZONAK, DREW	5011	STIPEND JUNE	166.67
16718	10101	06/17/15	KUSTOM CONTROL SOLUTIONS	5024	REPAIR PLC AT BEL STP	275.00

PENTAMATION
 DATE: 06/12/2015
 TIME: 11:09:50

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 2
 VENCHK11
 ACCOUNTING PERIOD: 6/15

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
16719	10101	06/17/15	L.E. RITTER LUMBER CO.	5024	LUMBER	20.16
16720	10101	06/17/15	LN SUPPLY INC.	5024	MISC MAINT SUPPLIES	14.48
16720	10101	06/17/15	LN SUPPLY INC.	5024	MISC SUPPLIES O2 UNIT	82.23
16720	10101	06/17/15	LN SUPPLY INC.	5024	MISC SUPPLIES O2 UNIT	162.31
		TOTAL CHECK				259.02
16721	10101	06/17/15	MAYBERRY SALES & SERVICE	5024	PAN HEAD FOR LAWN EQUIP.	3.24
16722	10101	06/17/15	NAPOLITANI, LAUREL	5011	STIPEND JUNE	291.67
16723	10101	06/17/15	NEW JERSEY AMERICAN WATER	5072	WATER SERVICE S WTR ST PS	13.57
16724	10101	06/17/15	NIECE, DONALD L.	5011	STIPEND JUNE	166.67
16725	10101	06/17/15	ONE CALL CONCEPTS, INC.	5024	DIG LOCATE CALLS MAY	3.72
16726	10101	06/17/15	PASSAIC VALLEY SEWERAGE C	5079	SLUDGE DISPOSAL	5,320.00
16727	10101	06/17/15	PIAZZA, ROBERT	5011	STIPEND JUNE	291.67
16728	10101	06/17/15	QC LABORATORIES INC.	5509	LAB ANALYSIS	60.50
16728	10101	06/17/15	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
16728	10101	06/17/15	QC LABORATORIES INC.	5509	LAB ANALYSIS	234.50
16728	10101	06/17/15	QC LABORATORIES INC.	5509	LAB ANALYSIS	238.50
		TOTAL CHECK				546.00
16729	10101	06/17/15	RD BOOTS	5043	SAFETY WORK SHOES	917.85
16730	10101	06/17/15	RICOH USA, INC.	5026	MONTHLY COPIER LEASE	73.64
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	8.69
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	7.47
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	13.89
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	45.38
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	3.58
16731	10101	06/17/15	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	16.75
		TOTAL CHECK				95.76
16732	10101	06/17/15	ROSENBERG, PHILIP H.	5011	STIPEND JUNE	166.67
16733	10101	06/17/15	RUSSELL REID INC.	5079	SLUDGE TRANSPORT OXF	2,332.40
16733	10101	06/17/15	RUSSELL REID INC.	5024	GREASE REMOVAL	1,700.00
16733	10101	06/17/15	RUSSELL REID INC.	5079	SLUDGE TRANSPORT BEL	2,998.80
		TOTAL CHECK				7,031.20
16734	10101	06/17/15	THE COUNTY OF WARREN	5070	MOTOR FUEL APRIL	318.64
16735	10101	06/17/15	WILSON PRODUCTS	5024	MTHLY CYL RENTALS	206.25
16735	10101	06/17/15	WILSON PRODUCTS	5024	TORCH REPAIR	124.74
16735	10101	06/17/15	WILSON PRODUCTS	5024	6-PACK OXYGEN CRADLE	197.86
16735	10101	06/17/15	WILSON PRODUCTS	5024	LIQUID OXYGEN	503.80
		TOTAL CHECK				1,032.65
		TOTAL FUND				49,911.67