

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES December 18, 2013

Chairman Chamberlain called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:36 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
Morris Scott, Jr., Vice Chairman
Robert Piazza, Treasurer
Laurel Napolitani, Secretary
Sidney Deutsch
Drew Kiszonak
Donald Niece
Everdina O'Connor
Philip Rosenberg

Also, in attendance were:

Stephen Donati, P.E., Authority Engineer; Charles L. Houck, Authority Chief Financial Officer; Brian Tipton, Esq., Authority Legal Counsel; Billy J. Wauhop, Authority Consultant; and Patricia Kaspereen, Administrative Assistant.

Chairman Chamberlain read the Introductory Statement.

MINUTES

Ms. O'Connor moved and Mr. Rosenberg seconded to approve the minutes of the November 20, 2013 regular meeting, as presented. The motion passed. Roll call was as follows:

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

CORRESPONDENCE

Ms. Napolitani recapped the correspondence listed below.

1. A letter dated November 19, 2013, from Mr. Sauder, Project Manager/Senior Environmental Specialist, CP Engineers to Mr. Controls, Engineering Supervisor, Division of Land Use Regulation, NJDEP, enclosing a copy of the Grant of Conservation/Restriction Easement in relation to the Oxford WWTF Upgrade.
2. A proposal dated November 26, 2013, from Nisivoccia for auditing services for 2014.
3. The monthly Oxford Township Collection System Report dated December 3, 2013, from Mr. Guida, Collection System Operator.
4. A letter dated December 3, 2013, from Mr. Tipton to the Authority enclosing the recorded Grant of Conservation Restriction/Easement.
5. A letter dated December 6, 2013, from Ms. West, TD Wealth requesting copies of an adopted FY2014 Budget. (routine)
6. A Notice to Proceed issued on December 10, 2013, from Mr. Donati, P.E., V.P., CP Engineers to Tomar Construction Services for Contract No. 12-01: Oxford WWTF Upgrade. (bond and insurance corrections were made)
7. A letter dated December 11, 2013, from Mr. Donati, P.E., V.P., CP Engineers to Mr. Wauhop, Authority Consultant regarding bid evaluation and award recommendation for Contract No. 13-02: Axford Avenue Pump Station Rehab.
8. A Notice dated December 11, 2013, from the NJUA JIF regarding their 2014 Budgets.
9. A letter dated December 13, 2013, from the NJDEP to Chairman Chamberlain enclosing the NJPDES Authorization to Discharge for the Belvidere WWTF.
10. A letter dated December 13, 2013, from the NJDEP to Chairman Chamberlain enclosing the NJPDES Authorization to Discharge for the Oxford WWTF.
11. A letter dated December 16, 2013, from the Warren County Personnel Department to Ms. Kaspereen requesting verification of CDL information.

CFO'S REPORT

Mr. Houck presented the resolution and certification for adoption of the FY2014 Capital and Operating Budgets.

Mr. Scott moved to adopt Resolution #13-41, for the adoption and certification of the FY2014 Annual Operating Budget and Capital Budget/Program. Mr. Piazza seconded and the motion passed unanimously on a roll call vote.

Mr. Houck presented the resolutions for the amendment of the Authority's Rules and Regulations and Connection Fee for FY2014.

Mr. Niece moved to adopt Resolution #13-42, for the amendment of the Authority's Service Rules to incorporate the changes in user fees set at \$12.08 for residential and \$24.16 for industrial. Mr. Scott seconded and the motion passed unanimously on a roll call vote.

Mr. Houck explained how the connection fee is calculated. Mr. Rosenberg asked at what point does that become such a burden as to inhibit development. Mr. Donati said that under the law the Authority is allowed to set a cap for the connection fee.

Mr. Niece moved to adopt Resolution #13-43, for approval of the FY2014 Connection Fee set at \$6,642.00 per EDU. Mr. Scott seconded and the motion passed unanimously on a roll call vote.

The next resolution presented relates to the audit.

Ms. Napolitani moved to adopt Resolution #13-44, authorizing the appointment of Nisivoccia & Company, LLP, to provide the professional services of auditor for FY2014. Mr. Scott seconded. There was a brief discussion about the fee. The motion passed unanimously on a roll call vote.

Regarding the monthly financial analysis, the Authority is on course and Mr. Houck did not see anything alarming. Financially, we are in good shape.

Mr. Houck, Mr. Olshefski, and an engineer from CP Engineers will be attending a training seminar next year for the NJEIT Program.

Mr. Houck wished everyone Happy Holidays.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing specific to report.

ENGINEER'S REPORT

Oxford Upgrade: The Notice to Proceed was issued on December 10, 2013. The clock has started on the 245-day schedule. The preconstruction meeting was held on the ninth. The contractor is getting off to a slow start because they are trying to finish other projects. CPE is starting a paper trail in the event there are future issues related to the schedule. Otherwise, the contractor is keeping on track as far as paperwork. Based on the Notice to Proceed, Substantial Completion will be February 3, 2015 and Final Completion March 10, 2015.

Financing: The Financial Addendum forms have been submitted for the interim loan and the final loan. The closing for the interim loan is projected to be in early January 2014. Once that closing is done, the Authority can apply to recoup half the planning and design allowance.

Mr. Houck informed the Board that because an interim Debt Service payment will have to be made, the FY2014 budget would probably have to be amended before the end of that year. This

will not cause the Authority a cash flow problem. The Board still has to decide how much they want to finance and/or take from reserve for the upgrade.

Mr. Houck left the meeting.

CP Engineers has been in contact with NJDEP to set up a meeting to adjust the compliance schedule.

The Notice to Bidders for rehab of the Axford Avenue Pump Station was advertised on November 1. Bids were opened on December 3. Seven bids were received. The apparent low bidder is DeMaio Electric Company at \$176,080. CPE reviewed the bids and everything looked good. The lowest bid was forwarded to Mr. Tipton for review; everything looked good legally. Based on the above, Mr. Donati presented a resolution for consideration to award Contract No. 13-02 to DeMaio Electric.

Mr. Rosenberg moved to adopt Resolution #13-45, awarding Contract No. 13-02 for Construction of the Axford Avenue Pump Station Rehabilitation to the lowest responsive and responsible bidder, DeMaio Electric Company, at a Total Contract Price of \$176,080. Mr. Niece seconded; the motion passed unanimously on a roll call vote.

AUTHORITY CONSULTANT'S REPORT

Mr. Wauhop distributed his report, prior to the meeting. He reviewed the maintenance items performed in house at both plants.

Under general business, monitoring the performance of the Oxford plant continues. TDS for November was 3,703 lbs/day, well below our limit.

PEOSH Confined Space Program: Mr. Wauhop requested authorization to purchase the necessary equipment to comply with the program at a cost of \$13,518.35. The purchase will be through the Warren County Fire Academy. The coordinator, Joe Fox, has scheduled classes in January for our operators to become certified (at no cost to the Authority). PEOSH has been notified that we will be doing the above, as well as rewriting our Confined Space Policy.

Mr. Scott moved to allow Mr. Wauhop to purchase the confined space equipment as presented for a total cost of \$13,518.35. Ms. O'Connor seconded, the motion passed unanimously on a roll call vote.

As discussed last month, Mr. Wauhop attended a joint meeting with representatives of White Township and the town of Belvidere to discuss billing issues for flows from the line formerly known as the Hike extension. Regarding this sewer line, what lies within Belvidere belongs to Belvidere and what lies within White Township belongs to White. At the start of 2014, White Township, instead of Belvidere, will bill the resident of the single-family dwelling recently connected to the line in White Township.

He presented a resolution and agreement for the appointment of a Risk Management Consultant for 2014. As discussed at an earlier meeting, an Insurance Committee will be formed at the February Reorganization meeting to discuss future insurance needs.

Mr. Piazza moved to adopt Resolution #13-46, for the reappointment of John Daly of Wells Fargo Insurance Services as the Authority's Risk Management Consultant for 2014. Mr. Scott seconded. The motion passed, roll call was as follows:

Mr. Deutsch	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Yes	Mr. Rosenberg	No
Ms. Napolitani	Yes	Mr. Scott	Yes
Mr. Niece	Yes	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

FINANCE (TREASURER'S REPORT)

The bills have been reviewed and vouchers signed, as presented.

Mr. Piazza moved that Resolution #13-47 (Certificate No. 329: \$67,247.11) be approved to pay all bills from the Operating Fund. Mr. Niece seconded. The motion passed unanimously on a roll call vote.

Mr. Piazza moved that Resolution #13-48 (Certificate No. 337: \$32,012.81) be approved to pay all bills from the Capital Improvements Fund. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

UNFINISHED BUSINESS

There was no unfinished business to report.

NEW BUSINESS

There was no new business to report.

PUBLIC COMMENT

There was no public present.

EXECUTIVE SESSION

At approximately 8:09 p.m., Mr. Rosenberg moved to enter into Executive Session for the purpose of discussing personnel. Mr. Scott seconded. All in favor, motion carried.

Mr. Rosenberg moved and Mr. Niece seconded to return to open session at approximately 8:44 p.m. All in favor, motion carried.

Chairman Chamberlain asked for a resolution to terminate the employment of James Schnorrbusch for the reasons outlined by the Authority Consultant.

Mr. Wauhopp stated there have been numerous instances of failure to perform, which are documented in his personnel file.

Mr. Niece moved and Mr. Scott seconded to terminate the employment of James Schnorrbusch. The motion passed unanimously on a roll call vote.

Chairman Chamberlain requested a motion authorizing the Authority Consultant to advertise for a replacement operator.

Mr. Piazza moved and Mr. Kiszona seconded authorizing Mr. Wauhopp to advertise for a replacement operator.

Chairman Chamberlain asked Mr. Tipton on the procedure to hire a temporary replacement. After a brief discussion with Mr. Wauhopp, Mr. Tipton recommended the Board make a motion and vote on the matter.

Mr. Scott moved to allow Mr. Wauhopp to hire a temporary replacement. Mr. Piazza seconded. The motion passed unanimously on a roll call vote. The temporary employee will be paid the same rate as when he was our summer helper.

Chairman Chamberlain asked for a motion for pay increases.

Ms. Napolitani made a motion to grant a 2% pay increase for Russell Berger, John Wasser and Patricia Kaspereen, and a 4% increase for Mike Codis. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

Chairman Chamberlain wished everyone the best.

As there was no more business to come before the Authority, Mr. Kiszona moved and Mr. Scott seconded that the meeting be adjourned. All in favor. The meeting was adjourned at 8:50 p.m.

Patricia Kaspereen

Patricia Kaspereen
Administrative Assistant

2014 ADOPTED BUDGET RESOLUTION Warren County (Pequest River) Municipal Utilities Authority

AUTHORITY

FISCAL YEAR: FROM January 1, 2014 TO December 31, 2014

WHEREAS, the Annual Budget and Capital Budget/Program for the Warren County (Pequest River) Municipal Utilities Authority for the fiscal year beginning January 1, 2014 and ending, December 31, 2014 has been presented for adoption before the governing body of the Warren County (Pequest River) Municipal Utilities Authority at its open public meeting of December 18, 2013; and

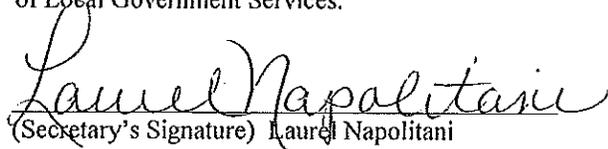
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,888,926, Total Appropriations, including any Accumulated Deficit, if any, of \$ 2,888,926 and Total Unrestricted Net Assets utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$8,397,000 and Total Unrestricted Net Assets planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Warren County (Pequest River) Municipal Utilities Authority, at an open public meeting held on December 18, 2013 that the Annual Budget and Capital Budget/Program of the Warren County (Pequest River) Municipal Utilities Authority for the fiscal year beginning, 1/01/14 and, ending, 12/31/14 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.


(Secretary's Signature) Laurel Napolitani

December 18, 2013
(Date)

Governing Body Member:	Motion by	Second by	Aye	Recorded Vote		
				Nay	Abstain	Absent
Sidney Deutsch			X			
Drew Kiszonak			X			
Laurel Napolitani			X			
Donald Niece			X			
Everdina O'Connor			X			
Robert Piazza		X	X			
Phillip Rosenberg			X			
A. Morris Scott, Jr.	X		X			
Chad Chamberlain			X			

RESOLUTION NO: 13-42

AMENDING THE RULES AND REGULATIONS OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY TO INCORPORATE ANNUAL ADJUSTMENTS TO THE AUTHORITY'S FEE AND CHARGES FOR SEWER CONNECTION AND FOR SEWER TREATMENT SERVICES AND TO PROVIDE OTHER RATE AND FEE CHANGES.

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority (the Authority) has adopted rules and regulations entitled Warren County (Pequest River) Municipal Utilities Authority - Service Rules (Rules and Regulations) pursuant to the provisions of N.J.S.A. 40:14B-1 et seq.; and

WHEREAS, the Authority has the right and obligation to change or amend, from time to time, its Rules and Regulations in order that they should continue to reflect the current operating requirements of the Authority; and

WHEREAS, public notice of the Authority's annual rate hearing as required pursuant to N.J.S.A. 40:14B-23 was timely provided; and

WHEREAS, on December 18, 2013, the Authority conducted a public hearing on its rates and fees and is of the opinion that the proposed revision to the connection fees should be adopted, and that the Rules and Regulations should be amended to reflect the same.

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

1. A new Appendix C to the Authority's Rules and Regulations shall be included therein as follows:

APPENDIX C

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY
SCHEDULE OF SEWAGE TREATMENT SERVICE CHARGES AND
CONNECTION FEES:

1. General:

The Authority hereby sets forth the current applicable sewage treatment charges and connection fees as adopted by the Authority in accordance with the requirements of N.J.S.A. 40:14B-22 and 23.

A) An additional 25% Inflow & Infiltration (I&I) factor shall be assessed on all users billed on a metered flow basis (either water use or sewer discharge), with the exception of Belvidere and Oxford whose metered flow includes system-wide I&I, in order to establish equitable allocation of system-wide I&I.

B) Sewage Treatment Services FY2014

Class of User	Rates
-Residential	\$12.08 per billing unit
-Industrial	\$24.16 per 1,000 gallons

C) Connection Fees FY 2014*

FY 2014 connection fee has been calculated to be and is hereby set at \$6,642.00 per equivalent dwelling unit.

* Affordable housing projects built by Public Housing Authorities and non-profit organizations will receive a reduction of 50% in connection fees, pursuant to C40:14B-22.

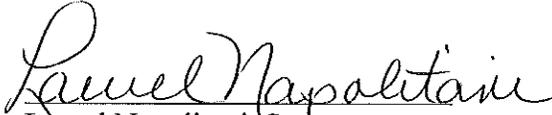
2. The foregoing amendment to the Rules and Regulations shall take effect as of December 18, 2013, the date of its adoption by a majority of the Members of the Authority, and this Resolution shall be conclusive evidence of the fact that the amendment was approved by a majority of the Members of the Authority at that time.
3. Except as otherwise provided herein, the Rules and Regulations of the Authority shall remain unchanged and in full force and effect.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

By: 
Chad Chamberlain, Chairman

CERTIFICATION

I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy of a memorializing resolution adopted by a majority of all members of the Authority at a regular meeting of the Authority held on December 18, 2013, which resolution reduces to writing the formal action taken by the Authority with regard to its budget and rate schedule on December 18, 2013.


Laurel Napolitani, Secretary

RESOLUTION NO: 13-43 APPROVAL OF CONNECTION FEES FOR FY2014

WHEREAS, as per N.J.S.A. 40:14B-22 the Authority may charge connection fees, said fees to be calculated as outlined in said statute; and

WHEREAS, said calculation has been performed for FY2014, with the resulting fee and calculation thereof provided in the attachment hereto and;

WHEREAS, a public hearing has been held on Authority rates, at which time this calculation was presented.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Warren County (Pequest River) Municipal Utilities Authority that the attached calculation and connection fee contained herein, shall hereby be adopted and shall take effect on January 1, 2014.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

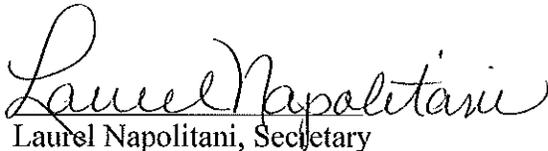


Chad Chamberlain, Chairman

DATE: December 18, 2013

CERTIFICATION

I, LAUREL NAPOLITANI, SECRETARY OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY, DO CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A REGULAR MEETING OF THE AUTHORITY TO BE HELD ON DECEMBER 18, 2013.



Laurel Napolitani, Secretary

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY
 CALCULATION OF CONNECTION FEES
 EFFECTIVE JANUARY 1, 2012

Debt Service Paid from Revenues:

			Annual Debt Service	Cumulation
FY1983	\$47,000	Interest		\$47,000
FY1984	\$314,377	Interest	\$314,377	\$361,377
FY1985	\$345,563	Interest	\$345,563	\$706,940
FY1986	\$178,500	Interest	\$178,500	\$885,440
FY1987	\$492,000	Interest	\$492,000	\$1,377,440
FY1988	\$492,000	Interest	\$492,000	\$1,869,440
FY1989	\$492,000	Interest	\$492,000	\$2,361,440
FY1990	\$556,572	Int. and Prin..	\$556,572	\$2,918,012
FY1991	\$577,938	Int. and Prin..	\$577,938	\$3,495,950
FY1992	\$586,522	Int. and Prin..	\$586,522	\$4,082,472
FY1993	\$488,557	Int. and Prin..	\$488,557	\$4,571,029
FY1994	\$507,815	Int. and Prin..	\$507,815	\$5,078,844
FY1995	\$510,340	Int. and Prin..	\$510,340	\$5,589,184
FY1996	\$536,965	Int. and Prin..	\$536,965	\$6,126,149
FY1997	\$581,860	Int. and Prin..	\$581,860	\$6,708,009
FY1998	\$583,610	Int. and Prin..	\$583,610	\$7,291,619
FY1999	\$579,180	Int. and Prin..	\$579,180	\$7,870,799
FY2000	\$578,840	Int. and Prin..	\$578,840	\$8,449,639
FY2001	\$582,447	Int. and Prin..	\$582,447	\$9,032,086
FY2002	\$580,098	Int. and Prin..	\$580,098	\$9,612,184
FY2003	\$719,875	Int. and Prin..	\$719,875	\$10,332,059
FY2004	\$935,650	Int. and Prin..	\$935,650	\$11,267,709
FY2005	\$979,432	Int. and Prin..	\$979,432	\$12,247,141
FY2006	\$974,485	Int. and Prin..	\$974,485	\$13,221,626
FY2007	\$981,964	Int. and Prin..	\$981,964	\$14,203,590
FY2008	\$972,331	Int. and Prin..	\$972,331	\$15,175,921
FY2009	\$976,559	Int. and Prin..	\$976,559	\$16,152,480
FY2010	\$963,345	Int. and Prin..	\$963,345	\$17,115,825
FY2011	\$963,506	Int. and Prin..	\$963,506	\$18,079,331
FY2012	\$957,767	Int. and Prin..	\$957,767	\$19,037,098
FY2013	\$954,160	Int. and Prin..	\$954,160	\$19,991,258
Capital Reinvestment through 10/30/2013				<u>\$1,197,241</u>
Total				\$21,188,499

Est. # EDU's end of Proceeding Year:

(200 GPD = 1 EDU)

Preliminary FY 2013 GPD* (From 2013 EDU Flow numbers) 637,998 # EDU's 3,190

2014 Connection Fees Per EDU:

Cumulative Debt Service \$21,188,499 = \$6,642
 Number of EDU's @ 200 GPD 3,190 Rate per EDU

2014 Connection Fee = \$6,642

*Includes 3200 gpd County and 2145 gpd Augustinian flow)

RESOLUTION 13-44

RESOLUTION AUTHORIZING THE APPOINTMENT FOR NISIVOCIA LLP AS AUDITOR FOR THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY FOR FISCAL YEAR 2014.

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority (Authority) requires the services of an auditor for FY2014.

WHEREAS, the services of a certified auditor are "Professional Services" and may be retained without competitive bidding pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq; and

WHEREAS, the Authority solicited proposals for auditing services from Nisivoccia and Company, LLP; and

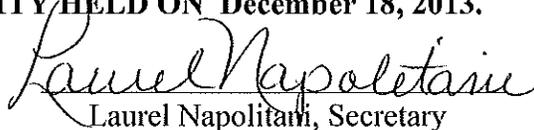
WHEREAS, the Authority has determined it to be in the best interest of this public entity to appoint Nisivoccia, LLP (Auditor) as its auditor for the period commencing January 1, 2014 through the later of December 31, 2014 or the next reorganizational meeting of the Authority.

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

1. Nisivoccia, LLP, Mount Arlington Corporate Center, 200 Valley Road, Suite 300, Mt. Arlington, N.J. 07856-1320 is hereby appointed as the Authority Auditor for the period of January 1, 2014 through December 31, 2014, or through the next reorganizational meeting of the Authority, whichever is later, to provide auditing services pursuant to the terms and conditions in the proposal previously submitted to the Authority. Nothing herein shall supersede the right of the Authority or Auditor to terminate the Agreement prior to the aforesaid dates(s) in accordance with the terms of such formal agreement as may be entered into between the parties to retain Auditor.
2. The appropriate officers of the Authority are hereby authorized and directed to take all steps necessary to effect the terms and conditions of this Resolution.
3. It is hereby directed that a notice of award of this appointment be published once in the official newspaper of the Authority within ten days of the date hereof.
4. This Resolution shall take effect immediately.

CERTIFICATION

I, Laurel Napolitani, SECRETARY OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY, DO CERTIFY THE FORE GOING TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A MEETING OF THE AUTHORITY HELD ON December 18, 2013.


Laurel Napolitani, Secretary

DATED: December 18, 2013

RESOLUTION RE: AWARDING WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY CONTRACT NO. 13-02 FOR CONSTRUCTION OF THE AXFORD PUMP STATION REHABILITATION TO DEMAIO ELECTRIC COMPANY, INC.

WHEREAS, it is necessary that the Warren County (Pequest River) Municipal Utilities Authority ("Authority") proceed with the rehabilitation of the Axford Pump Station due to the fact that the existing facility is past its useful life; and

WHEREAS, bid documents for construction of the Axford Pump Station rehabilitation work were developed by the Authority's Consulting Engineer and approved by the Authority's staff; and

WHEREAS, the Authority advertised for bids in accordance with N.J.S.A. 40A:11-23; and

WHEREAS, sealed bids were received and opened by the Authority on December 3, 2013 in accordance with the Contract Documents and Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq.; and

WHEREAS, the bids were reviewed by the Authority's staff and Consulting Engineer who have recommended award to DeMaio Electric Company, Inc. (hereinafter "DeMaio"), as the lowest responsive and responsible bidder, for a bid price of One Hundred Seventy-Six Thousand and Eighty Dollars (\$176,080); and

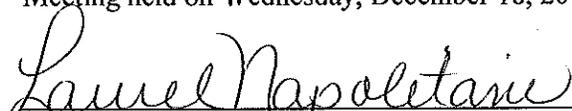
WHEREAS, based on recommendations of its staff and professionals, the Authority has determined that DeMaio is the lowest responsive and responsible bidder; and

WHEREAS, the Authority's Treasurer has certified that funds for said contract services are available; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Warren County (Pequest River) Municipal Utilities Authority, as follows:

1. That Contract No. 13-02 be awarded to DeMaio Electric Company, Inc. as the lowest responsive and responsible bidder, at a Total Contract Price of One Hundred Seventy-Six Thousand and Eighty Dollars (\$176,080).
2. The proper officers of this Authority, its employees, attorney and engineer are hereby instructed and directed to proceed with the execution of a formal contract with DeMaio Electric Company, Inc. as set forth above, pursuant to the terms and conditions of this resolution and pursuant to the terms and conditions of the Bid Documents.

Certified as a true copy of the Resolution
adopted by the Authority at their Regular
Meeting held on Wednesday, December 18, 2013.



Laurel Napolitani, Secretary

RESOLUTION

RISK MANAGEMENT CONSULTANT FOR 2014

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority has resolved to join both the New Jersey Utility Authorities Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, following a detailed analysis; and

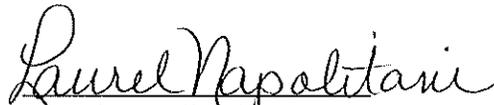
WHEREAS, the bylaws of said Funds require that each Authority appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the bylaws indicate a minimum fee equal to six percent (6%) of the Authority’s assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority.

WHEREAS, the judgmental nature of the Risk Management Consultant’s duties renders comparative bidding impractical:

NOW, THEREFORE, BE IT RESOLVED that the Warren County (Pequest River) Municipal Utilities Authority, does hereby appoint John Daly of Wells Fargo Insurance Services USA, Inc., as its Risk Management Consultant in accordance with the Fund’s bylaws; and

BE IT FURTHER resolved that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant’s Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1)(a)(i).


Laurel Napolitani, Secretary

December 18, 2013

Moved by: Mr. Piazza

Seconded by: Mr. Scott

Yes 8

No 1

Abstain 0

Absent 0

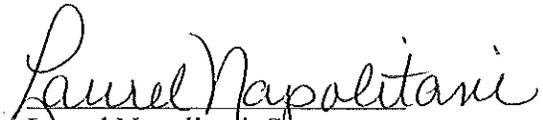
RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND
DURING THE MONTH OF DECEMBER 2013.

I HEREBY CERTIFY, that the bills listed on the attached Resolution of December 18, 2013, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2013 budget.



Chad Chamberlain, Chairperson


Laurel Napolitani, Secretary

Certificate No. OF 329

Dated: December 18, 2013

Moved by: Mr. Piazza

Seconded by: Mr. Niece

Yes 9

No 0

Abstain 0

Absent 0

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: December 18, 2013

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 # 15888-15892

11/26/13

\$1,219.87

Due 12/18/13

66,027.24

Total

\$67,247.11

PENTAMATION
 DATE: 11/26/2013
 TIME: 10:03:37

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 11/13

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
15888	10101	11/26/13	CENTURYLINK	5076	TELE/ALRM S WTR ST PS	32.79
15888	10101	11/26/13	CENTURYLINK	5076	TELE/LAN/ALRM/FAX BEL	318.08
15888	10101	11/26/13	CENTURYLINK	5076	TELE BRKFLD	19.90
	TOTAL CHECK					370.77
15889	10101	11/26/13	NJ MOTOR VEHICLE COMMISS	5710	REGISTRA RENEW ESCORT	46.50
15890	10101	11/26/13	NJN PUBLISHING	5021	LEGAL NTC DEC HEARING	14.00
15891	10101	11/26/13	UNIVAR USA INC	5521	CAUSTIC SODA	686.34
15892	10101	11/26/13	VERIZON WIRELESS	5076	MOBILE PHONES & OCCS	102.26
	TOTAL FUND					1,219.87
	TOTAL REPORT					1,219.87

PENTAMATION
 DATE: 12/13/2013
 TIME: 12:43:41

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY
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 VENCHK11
 ACCOUNTING PERIOD: 12/13

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
15893	10101	12/18/13	ACCLIVITY	5030	PAYROLL SUPPORT SERV	299.00
15894	10101	12/18/13	AMERIGAS PROPANE LP	5070	PROPANE	254.06
15895	10101	12/18/13	APEX TELECOM, LLC	5710	INSTALL PHONE/INTERNET OX	692.70
15896	10101	12/18/13	BILL HODGE ELECTRICAL CON	5024	GENERATOR/HEATER SERV	355.50
15896	10101	12/18/13	BILL HODGE ELECTRICAL CON	5024	LABOR TO RESTORE HEAT ADM	197.50
			TOTAL CHECK			553.00
15897	10101	12/18/13	BILLY WAUHOP & ASSOCIATES	5029	MGMT/OPER SUPER OWN REP	6,437.05
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	29.99
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	9.16
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	146.83
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	84.04
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	123.76
15898	10101	12/18/13	C & M AUTO PARTS	5024	MISC MAINT SUPPLIES	41.34
			TOTAL CHECK			435.12
15899	10101	12/18/13	CENTURYLINK	5076	TELE	32.89
15899	10101	12/18/13	CENTURYLINK	5076	TELE	36.38
15899	10101	12/18/13	CENTURYLINK	5076	TELE	45.98
15899	10101	12/18/13	CENTURYLINK	5076	TELE	125.92
			TOTAL CHECK			241.17
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	7.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	12.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	12.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	12.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	7.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	7.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	7.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	12.24
15900	10101	12/18/13	CINTAS CORPORATION #101	5043	UNIFORM RENT/DEL	77.92
			TOTAL CHECK			800.00
15901	10101	12/18/13	COUNTY OF WARREN	5028	FINANCE OFFICE SUPPORT	
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	1,395.80
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	314.25
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	2,552.25
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	155.00
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	1,352.50
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	1,160.50
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	1,563.50
15902	10101	12/18/13	CP ENGINEERS, LLC	5545	ENG SERVICES 11/13	507.38
			TOTAL CHECK			9,001.18
15903	10101	12/18/13	DEUTSCH, SIDNEY	5011	STIPEND DEC	167.07
15904	10101	12/18/13	EXPRESS-TIMES	5021	LEGAL NOTICE HEARING	116.60
15904	10101	12/18/13	EXPRESS-TIMES	5021	LEGAL NTC TO BID14-01	416.75
			TOTAL CHECK			533.35
15905	10101	12/18/13	FASTENAL COMPANY	5024	3 SUMP PUMPS	1,020.57

PENTAMATION
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FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
15906	10101	12/18/13	FLORIO PERRUCCI STEINHARD	5027	LEGAL SERV 11/13	464.00
15907	10101	12/18/13	GERO, WAYNE	5092	REIMB HEALTH BENEFITS	456.36
15908	10101	12/18/13	JCP&L	5071	ELECT	518.01
15908	10101	12/18/13	JCP&L	5071	ELECT	7,213.12
15908	10101	12/18/13	JCP&L	5071	ELECT	8.12
15908	10101	12/18/13	JCP&L	5071	ELECT	45.89
15908	10101	12/18/13	JCP&L	5071	ELECT	3.25
15908	10101	12/18/13	JCP&L	5071	ELECT	820.92
15908	10101	12/18/13	JCP&L	5071	ELECT	7,502.24
	TOTAL	CHECK				16,111.55
15909	10101	12/18/13	JEFCO EQUIPMENT SUPPLIES	5024	BRUSHES & HANDLES	439.20
15910	10101	12/18/13	KASPEREEN, PATRICIA	5022	PETTY CASH POSTAGE	42.18
15910	10101	12/18/13	KASPEREEN, PATRICIA	5024	PETTY CASH MISCMAIN	82.92
	TOTAL	CHECK				125.10
15911	10101	12/18/13	KISZONAK, DREW	5011	STIPEND DEC	162.23
15912	10101	12/18/13	L.E. RITTER LUMBER CO.	5024	LUMBER	25.05
15913	10101	12/18/13	LIN SUPPLY INC.	5024	PLUMBING SUPPLIES	19.67
15914	10101	12/18/13	NAPOLITANI, LAUREL	5011	STIPEND DEC	287.23
15915	10101	12/18/13	NIECE, DONALD L.	5011	STIPEND DEC	163.47
15916	10101	12/18/13	NJN PUBLISHING	5021	LEGAL NTC CONT 14-01	45.35
15917	10101	12/18/13	ONE CALL CONCEPTS, INC.	5024	ONE CALL LOCATES NOV	3.42
15918	10101	12/18/13	PASSAIC VALLEY SEWERAGE C	5079	SLUDG DISP 1016-1115	3,920.00
15919	10101	12/18/13	PIAZZA, ROBERT	5011	STIPEND DEC	292.07
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	222.00
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	48.00
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	800.00
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	12.50
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	226.00
15920	10101	12/18/13	QC LABORATORIES INC.	5509	LAB ANALYSIS	222.00
	TOTAL	CHECK				1,580.50
15921	10101	12/18/13	R & R PUMP & CONTROL SERV	5024	PUMP REPAIRS	5,309.90
15922	10101	12/18/13	R & R PUMP & CONTROL SERV	5024	FLOAT SWITCHES GASKET	232.94
15923	10101	12/18/13	RICOH USA, INC.	5026	COPIER LEASE	73.64
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	53.97

PENTAMATION
 DATE: 12/13/2013
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FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	9.19
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	13.49
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	23.18
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	24.57
15924	10101	12/18/13	RIGO GENERAL HARDWARE	5024	MISC MAINT SUPPLIES	17.28
	TOTAL CHECK					141.68
15925	10101	12/18/13	ROSENBERG, PHILIP H.	5011	STIPEND DEC	162.23
15926	10101	12/18/13	RUSSELL REID INC.	5079	SLUDGE HAULING	2,665.60
15926	10101	12/18/13	RUSSELL REID INC.	5079	SLUDGE HAUL BEL SEPT	2,998.80
15926	10101	12/18/13	RUSSELL REID INC.	5024	GREASE REMOVAL CO LINE	1,700.00
15926	10101	12/18/13	RUSSELL REID INC.	5079	SLUDGE HAULING	2,998.80
	TOTAL CHECK					10,363.20
15927	10101	12/18/13	RUSSELL REID INC.	5024	JET VAC LIFT STATIONS	2,227.50
15928	10101	12/18/13	THE COUNTY OF WARREN	5070	GASOLINE - 10/13	139.29
15929	10101	12/18/13	U.S. POSTAL SERVICE	5710	POST OFFICE BOX RENT FEE	260.00
15930	10101	12/18/13	UNITVAR USA INC	5521	CHEMICALS	1,561.42
15931	10101	12/18/13	UNITVAR USA INC	5521	CAUSTIC SODA	686.34
15932	10101	12/18/13	WARREN COUNTY SERVICE	5024	JD TRACTOR PARTS	41.50
15932	10101	12/18/13	WARREN COUNTY SERVICE	5024	JD TRACTOR PARTS	27.00
15932	10101	12/18/13	WARREN COUNTY SERVICE	5024	JD TRACTOR PARTS	129.75
15932	10101	12/18/13	WARREN COUNTY SERVICE	5024	JD TRACTOR PARTS	63.46
	TOTAL CHECK					261.71
TOTAL FUND						66,027.24
TOTAL REPORT						66,027.24

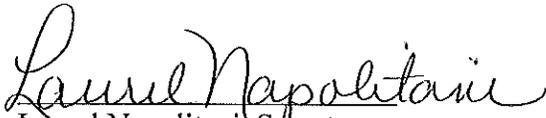
RESOLUTION RE:

EXPENDITURES FROM THE CAPITAL IMPROVEMENTS
FUND FOR THE MONTH OF DECEMBER 2013.

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



Chad Chamberlain, Chairperson


Laurel Napolitani, Secretary

Certificate No. CI 337

Dated: December 18, 2013

Moved by: Mr. Piazza

Seconded by: Mr. Scott

Yes 9

No 0

Abstain 0

Absent 0

**CAPITAL IMPROVEMENT
BILLS LIST
December 18, 2013**

1. CP Engineers, LLC Period: October/November Engineering Services Construction Services Oxford WWTP Upgrade\$24,779.09
2. CP Engineers, LLC Period: November 2013 Engineering Services Axford Ave. Pump Station Rehab6,293.37
3. Florio Perrucci Steinhardt & Fader Period: November 2013 Legal Services Oxford WWTP Upgrade490.35
4. Treasurer, State of NJ Division of Revenue DEP Stormwater Discharge General Permit Oxford WWTP Upgrade <u>450.00</u>
Total\$32,012.81

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:

Personnel
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, Chairperson



Laurel Napolitano, Secretary

DATED: December 18, 2013