

RAHWAY VALLEY SEWERAGE AUTHORITY

Summary of Minutes

Regular Meeting held January 19, 2017

- Communications
Two OPRA requests were received
Resignation letter from Michael Connelly, Roselle Park's Commissioner.
Appointment Resolution for Michael Gelin, Woodbridge's new Commissioner.
- Minutes
December 15, 2016 Finance Committee Meetings and Regular Meeting.
- Treasurers Reports
None.
- Executive Director
Sewer Connections and the status of various contracts.
- Counsel
Overview of legal matters.
- Committee Reports
Reports were given by the Finance and Nominating Committees.
- Unfinished Business
Corrective motion and resolution regarding salary increases.
- New Business
Approved the following: Annual mileage reimbursement rate; create new position for Payroll Clerk/HR Assistant; Amend Contract #1608 to Hawkins Delafield & Wood in the amount of \$10,000.00; Award Contract #1707 to Marcum LLP in an amount of \$12,000.00; Award Contract #1709 to Eurofins QC in an amount of \$13,800.00; Award Contract #1710 to Aqua Pro-Tech in an amount of \$50,732.00; Award a portion of Contract #1715 to Foley Inc. in an amount of \$1,624,141.28; Award Contract #1717-1 to Atlantic Analytical in an amount of \$43,865.00; Award Contract #1720 to All American Sewer in an amount of \$43,772.00; Award Contract #1721 to NetQ Multimedia in an amount of \$114,225.00; Approved the 2017 Budget.
- Bills & Claims

OPERATING FUND	6-01	\$827,073.93
BUILDING & EQUIPMENT FUND	6-02	<u>\$14,082.37</u>
Year 2016 Total:		\$841,156.30
OPERATING FUND	7-01	\$541,175.98
BUILDING & EQUIPMENT FUND	7-02	<u>\$0.00</u>
Year 2017 Total:		<u>\$541,175.98</u>
TOTAL OF ALL FUNDS ALL YEARS		\$1,382,332.28

RAHWAY VALLEY SEWERAGE AUTHORITY

Minutes of the Regular Meeting

January 19, 2017

The Chairman, Michael Furci, called the meeting to order at 7:10 p.m. The Chairman asked that the recorder be turned on and that everyone silence their cell phones.

The Chairman read the statement on “Open Public Meetings Law”.

“In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting has been provided by the inclusion of the date, time and place in a Notice forwarded to The Star Ledger, the Home News Tribune and the Clerk of each of the eleven member municipalities on February 9, 2016.

If any member of this body believes that this meeting is being held in violation of the provisions of the Open Public Meetings Act, please state your objection and the reasons for same at this time.”

.... Hearing no objections, we shall proceed with our regularly scheduled meeting.

Roll Call

The following members were present:

Michael Furci	for the Township of Springfield
Michael J. Gelin	for the Township of Woodbridge
Stephen D. Greet	for the Borough of Garwood
Robert B. LaCosta	for the Township of Scotch Plains
Louis C. Lambe	for the Township of Cranford
Richard J. LoForte	for the Borough of Kenilworth
Frank G. Mazzarella	for the Township of Clark
Robert Rachlin	for the City of Rahway
John J. Tomaine	for the Borough of Mountainside

The following members were absent:

Allen Chin	for the Town of Westfield
Michael Connelly	for the Borough of Roselle Park

The following were also present:

James J. Meehan	Executive Director
Robert J. Materna	Secretary-Treasurer
Joanne Grimes	Board Secretary/Office Manager/QPA
Dennis Estis, Esq.	General Counsel, Greenbaum, Rowe, Smith
Dan Ward	Superintendent
John Buonocore	Chief Engineer
Anthony Gencarelli	Manager of Regulatory Compliance
Andrew Sasso	Operations Manager
Wayne Baker	Westfield Leader

Communications**Oath of Office**

Mrs. Grimes swore Michael Gelin in as the new Commissioner for Woodbridge Township.

Communications

An OPRA request was received December 19, 2016 from Smart Procure regarding accounts payable records. A response was sent to Smart Procure on December 19, 2016 with the requested information.

An OPRA request was received December 19, 2016 from Elba Lupo regarding property in Rahway. A response was sent the same day advising Ms. Lupo she would need to obtain the information she was seeking from the City of Rahway.

The following letter addressed to the Lt. Governor, was received January 6, 2017 from John M. Mitch, Municipal Clerk for the Township of Woodbridge:

“Please be advised that Mr. Michael Gelin has been appointed by the Municipal Council of the Township of Woodbridge to serve as a member (Commissioner) of the Rahway Valley Sewerage Authority for the unexpired term of January 1, 2017 through February 1, 2019. He replaces Mr. Scott Thompson who resigned effective December 31, 2016.

In accordance with N.J.S.A. 40:14A-4(e), I have attached a certified copy of the Resolution (#49) memorializing his appointment.”

The following letter addressed to Joanne Grimes, was received January 10, 2017 from Michael Connelly, Commissioner for the Borough of Roselle Park:

“I am writing to formally notify you that I am resigning from my position as Commissioner for the Borough of Roselle Park with the Rahway Valley Sewerage Authority due to the conflicting schedule of meetings.

I appreciate the opportunities I have been given to work and learn from all of you. I wish you all continual success through the upcoming years. Thank you.”

Approval of Minutes

Mr. Rachlin made a motion, seconded by Mr. Lambe to approve the minutes of the Finance Committee Meetings and Regular Meeting, held December 15, 2016. The motion was approved by those present, with the exception of Mr. LaCosta, Mr. LoForte and Mr. Mazzarella who abstained. Mr. Chin and Mr. Connelly were absent.

Report of Treasurer

No report.

Report of Executive Director

The following is a list of Sewer Treatment Endorsements processed between 12/13/16 and 1/17/17. A copy of the log sheet with additional information related to these applications has been distributed for your reference.

RVSA Number					Date	Applicant's Name	Municipality
2037	-	16	-	WF	12/13/16	LFM Ventures LLC	Westfield
2038	-	16	-	MT	12/14/16	SEI Construction	Mountainside
2039	-	16	-	WF	12/21/16	C. Larkin/Top Quality Services	Westfield
2040	-	16	-	WF	12/22/16	Elegant Homes	Westfield
2041	-	16	-	WF	12/22/16	Kevin Murphy / Elegant Homes	Westfield
2042	-	16	-	WB	12/27/16	Barts Professional Painting LLC	Woodbridge
2043	-	16	-	WF	12/29/16	Premier Design Custom Homes	Westfield
2044	-	16	-	WF	12/29/16	Michael Lee	Westfield
2045	-	16	-	WF	12/29/16	Oren Weis	Westfield
2046	-	16	-	WF	12/30/16	J. Nunes / Elite Developers LLC	Westfield
2047	-	17	-	WB	01/12/17	Tiseo Construction Inc.	Woodbridge
2048	-	17	-	WB	01/12/17	Tiseo Construction Inc.	Woodbridge
2049	-	17	-	RW	01/13/17	280 St. Georges Avenue, LLC	Rahway

Contract #173 – Codigestion/Liquid Waste

The Commissioners were provided an update at the Engineering Committee. Mr. Meehan advised the Board that we have a signed contract.

Amend Contract #1608 – Special Counsel Services for Contract #173

Hawkins Delafield and Wood (HDW) was awarded a contract for services for the year 2016 related to the PPP in an amount of \$42,750.00, which was amended to \$138,559.08. Additional issues arose in the last quarter of 2016 requiring HDW to further negotiate with Waste Management. HDW is seeking an additional amendment to cover expenses in November and December of 2016 in the amount of \$10,000.00, total amended contract amount of \$148,559.08, which will close out the 2016 contract. This matter was discussed at the Engineering Committee Meeting and action is on the agenda under New Business.

Contract #1709 – Laboratory Services / Bioassay

A Request For Proposal for Laboratory Services was sent to Eurofins QC Labs based on a Non-Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5, et seq. The following proposal was received:

<u>Company</u>	<u>Amount</u>
Eurofins QC Laboratories Southampton, PA	\$13,800.00

There is a significant increase in cost over that of 2016 for two of the three tests proposed. The Authority has not needed to have either of these tests performed in the past 10 years, however, requested the quote just in case the testing is necessary. The total price for the one test that is required is \$3,000.00. The Authority utilized (paid Eurofins) \$2,800.00 of the \$6,200.00 contract in 2016. The proposal was found to be in order, and Joanne Grimes, QPA, recommends award of this contract to Eurofins QC Labs for a one year period in the amount of \$13,800.00. This matter was discussed at the Engineering Committee Meeting and action is on the agenda under New Business.

Contract #1710 – Laboratory Services / SQAR

A Request For Proposal for Laboratory Services was sent to Aqua Pro-Tech Laboratories based on a Non-Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5, et seq. The following proposal was received:

<u>Company</u>	<u>Amount</u>
Aqua Pro-Tech Laboratories Fairfield, NJ	\$50,732.00

Joanne Grimes, QPA, reviewed the sole proposal received, found it to be in order and recommends award of Contract #1709 to Aqua Pro-Tech Laboratories for a one year period in the amount of \$50,732.00. This matter was discussed at the Engineering Committee Meeting and action is on the agenda under New Business.

Contract #1715 – Furnish & Deliver Caterpillar Parts

A Notice To Bidders was placed in the Star Ledger and on the Authority's website for Contract #1715 – Furnish and Deliver Caterpillar parts for the Authority's Cogeneration Engines. One contractor obtained a bid package and the following bid was received on January 5, 2017:

<u>Company</u>	<u>Amount</u>
Foley, Inc. Piscataway, NJ	\$1,624,141.28

Joanne Grimes, QPA, reviewed the sole bid received. All documentation was in order, however, Foley only bid on 103 of the 243 items included in the bid document. In concurrence with Counsel, Ms. Grimes recommends award of the contract to Foley, Inc. for the items which were bid on. Another bid document will be prepared and advertised for the remaining parts. This matter was discussed at the Engineering Committee Meeting and action is on the agenda under New Business.

Contract #1717-1 – Digester Gas Testing Services

A Request For Proposal for Digester Gas Testing Services was posted on the Authority's website

and on January 5, 2017 the following proposal was received:

<u>Company</u>	<u>Amount</u>
Atlantic Analytical Laboratory Whitehouse, NJ	\$43,865.00

Joanne Grimes, QPA, reviewed the sole proposal received, found it to be in order and recommends award of Contract #1717 to Atlantic Analytical Laboratory for a one year period in the amount of \$43,865.00. This matter was discussed at the Engineering Committee Meeting and action is on the agenda under New Business.

Contract #1720 – Sewer Cleaning

A Notice to Bidders was advertised in the Star Ledger and was posted on the Authority's website. Three companies purchased bid packages and on January 5, 2017 two bids were received:

<u>Company</u>	<u>Amount</u>
All American Sewer Lodi, NJ	\$43,772.00
National Water Main Kearny, NJ	\$48,426.00

Joanne Grimes, QPA, reviewed the low bid, found it to be in order and recommends award of Contract #1720 to All American Sewer for a one year period in the amount of \$43,772.00. The bid from All American reflects a 12% increase over the previous bid contract.

Personnel Matters

At the December meeting, the Board acted on a motion and resolution regarding 2017 salaries. It was determined that there were mathematical errors in computation in the amounts put before the board for approval, therefore requiring both actions to be amended. Action is on the agenda under Unfinished Business.

Also on the agenda for action is the creation of one new position for the Payroll Clerk/HR Assistant as previously discussed with the Board; and the annual adjustment for the IRS mileage reimbursement allowance.

Monthly Reports

The Operations, Engineering Bills & Claims, Litigation Cost, IPP, Flow Rights and User Charge reports have been received and were distributed to the Commissioners.

Report of General Counsel

Dennis Estis of Greenbaum, Rowe, Smith & Davis submitted the following report for the period from December 15, 2016 through January 19, 2017.

1. General
 - A. Flow Rights

Clark has utilized \$1,400,000 to replace sewer lines on Colonial Drive and Lexington Boulevard, satisfying its obligation. I received late last month a letter from Springfield, along with a report of its consulting engineer. At Mr. Furci's request, I reviewed the video of Springfield's December 13, 2016 Township Committee Meeting. I will be communicating with Springfield, responding to both the letter and report.
 - B. Local Contracts Law/Open Public Meetings Act

I prepared Terms and Conditions to be placed on the backs of Purchase Orders for the purchase of goods or services by the Authority.
 - C. 1044 East Hazelwood

The new property has merged with the plant property upon purchase and is no longer on the Rahway tax rolls. We are reviewing the status of "Parker Street", which is a paper street located on the Plant's property.
 - D. QDI Monitoring

It has been months since I have heard anything from QDI. I will be contacting them to find out the status.
2. Cogeneration Facility

A resolution is on the agenda this evening to engage a forensic accountant.
3. Personnel Committee

I spoke with Ms. Grimes earlier this week and we determined that amendments were required to the two resolutions concerning salaries previously adopted since there were mathematical errors in the resolutions. The resolutions are on the agenda.
4. Rahway – Union County Park

We served OPRA requests on both Union County and Rahway. Union County has requested certain time requirements and I have provided them. We will discuss this matter further in closed session.
5. Title Work

At the request of Mr. Gencarelli, we updated the title work done approximately one year ago in order to issue an Opinion Letter regarding RVSA's ownership of the Plant property.

Committee Reports

Mr. Furci noted that a memo was sent out to the Commissioners regarding Committee appointments. As Michael Connelly has resigned and Scott Thompson was replaced on the Board, changes needed to be made for the remainder of his term. The revised committee list is noted below.

Committee Reports

Committee	Committee Chairman	2/2016-2/2017 Committee Members		
		Engineering	Robert LaCosta	Allen Chin
Finance	Stephen Greet	Robert LaCosta	Robert Rachlin	John Tomaine
Legal	John Tomaine	Allen Chin	Stephen Greet	Richard LoForte
Personnel	Richard LoForte	Robert LaCosta	Frank Mazzarella	Michael Gelin
Insurance Review	Allen Chin	Stephen Greet	Frank Mazzarella	John Tomaine
Nominating	Frank Mazzarella	Stephen Greet	Louis Lambe	Richard LoForte
Public Relations	Robert Rachlin	John Tomaine	Louis Lambe	-
Security	Robert Rachlin	No appointment	Richard LoForte	Robert Rachlin

Chairman: Are there reports from any of the following Committees:

Engineering Committee (Robert LaCosta, Chairman)

Mr. LaCosta stated that the Engineering Committee met January 12, 2017 at which time several items were discussed. Items that require action are on the agenda under New Business.

Finance Committee (Steve Greet, Chairman)

Mr. Greet stated that a Finance Committee Meeting was held on January 12, 2017 to discuss the 2017 budget, and again earlier this evening to review the Bills & Claims List. Action is on the agenda under New Business and Bills & Claims respectively.

Legal Committee (John Tomaine, Chairman)

No report.

Personnel Committee (Richard LoForte – Chairman)

No report.

Insurance Committee (Allen Chin, Chairman)

No report.

Nominating Committee (Frank Mazzarella, Chairman)

Mr. Mazzarella stated that the Nominating Committee members will meet following this meeting to formulate the committees' recommendation to the Board for the annual Reorganization which takes place at the February meeting.

Public Relations Committee (Robert Rachlin, Chairman)

No report.

Security Committee (Robert Rachlin, Chairman)

No report.

Unfinished Business

Mr. LoForte made a motion, seconded by Mr. Rachlin, to amend the previously approved “pool” for salary increases for 2017 from \$46,000.00, to \$47,261.00 which amount equals 2.5% of the 2016 base salaries of all Executive (excluding the Executive Director), Administrative and Supervisory Staff, as recommended by the Executive Director. The motion was approved by those present, except Mr. Mazzarella who abstained. Mr. Chin and Mr. Connelly were absent.

The following Resolution #16-68-A was offered by Mr. LoForte, on motion of Mr. LoForte, seconded by Mr. LaCosta and approved by those present with the exception of Mr. Mazzarella who abstained. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #16-68-A

WHEREAS, the Board approved Resolution #16-68 on December 15, 2016 which covered the creation of one new title, a salary grade change, and salary adjustments; and

WHEREAS, the amounts allocated for salary adjustments in Resolution #16-68 were a pool of \$12,500.00, total salary adjustment amount of \$31,000.00; and

WHEREAS, the amounts allocated were in fact \$12,558.00, total amount of \$31,058.00.

NOW, THEREFORE, BE IT RESOLVED that said Resolution #16-68 be and hereby is amended to reflect the additional amount as stated herein.

New Business

Mr. LoForte made a motion, seconded by Mr. Mazzarella, to approve the mileage reimbursement to be amended from \$0.54 to \$0.535 effective January 1, 2017 through December 31, 2017, as per the IRS tax guidelines, as recommended by the Executive Director. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

Mr. LoForte made a motion, seconded by Mr. LaCosta, to approve the creation of a new part-time position of Payroll Clerk/Human Resource Assistant, with a Salary Grade B, and Salary Range of \$37,400.00-\$53,400.00 as recommended by the Executive Director. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

Mr. Meehan noted that the salary in the motion is for a full time position; however, this position is a part-time position for 24 hours a week at \$26,208.

As there was no further discussion, the Chairman called the vote. The motion was approved by those present with the exception of Mr. Mazzarella who abstained. Mr. Chin and Mr. Connelly were absent.

The following Resolution #17-01 was offered by Mr. Tomaine, on motion of Mr. Tomaine, seconded by Mr. Rachlin and approved by those present. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #17-01

WHEREAS, the Rahway Valley Sewerage Authority (Authority) engaged Hawkins, Delafield & Wood, LLP, One Gateway Center, Newark, NJ 07102, for Contract #1608 Professional Services, to serve the Authority as Special Counsel on the PPP for the Design, Build, Administration of Liquid Receiving Enterprise; and

WHEREAS, Hawkins Delafield & Wood, LLP has requested an amendment to this contract as the work associated with the ongoing negotiations in calendar year 2016 related to this contract will exceed the approved amount of \$138,559.08; and

WHEREAS, Hawkins, Delafield & Wood, LLP has requested an amendment to this contract in the amount of \$10,000.00; total amended contract amount of \$148,559.08; and

WHEREAS, the Secretary-Treasurer of the Authority hereby certifies that the necessary funds for said contract will be budgeted for in the 2016 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority approve the amendment for Contract #1608 with Hawkins, Delafield & Wood, LLP, with a total amount not to exceed \$148,559.08; and

BE IT FURTHER RESOLVED that said Contract must be executed by both parties within 90 days of award, in the event that the designated Party to this contract fails or refuses to sign said contract and all terms and conditions included therein, this Resolution shall be void and services shall be forthwith terminated; and

BE IT FURTHER RESOLVED that a "Notice of Award" be published in Accordance with law.

The following Resolution #17-02 was offered by Mr. Mazzarella, on motion of Mr. Mazzarella, seconded by Mr. Tomaine and approved by those present. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #17-02

WHEREAS, the Rahway Valley Sewerage Authority ("Authority") recently resolved litigation with various engineering companies and other companies related to the construction of the co-generation facility of the Authority; and

WHEREAS, the Authority has determined that there is a need to engage an accounting firm to review various aspects of that litigation; and

WHEREAS, the Authority solicited and received a proposal from Marcum LLP, 750 Third Avenue, New York, NY 10017, to perform professional accounting services at a

cost not to exceed \$12,000.00; and

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5, contracts of this nature may be awarded without public bidding based upon a Non-Fair and Open Process; and

WHEREAS, the Secretary-Treasurer of the Authority has certified that funds for said Contract are available in the 2017 Annual Budget.

NOW THEREFORE BE IT RESOLVED, that the Authority engage Marcum LLP to perform the services described in the proposal at the rates referenced therein, for a total not to exceed of \$12,000.00; and

BE IT FURTHER RESOLVED that a Contract must be executed by both parties within 60 days of award, in the event that the designated Party to this contract fails or refuses to sign said contract and all terms and conditions included therein, this Resolution shall be void and services shall be forthwith terminated; and

BE IT FURTHER RESOLVED that a "Notice of Award" be published in Accordance with law.

The following Resolution #17-03 was offered by Mr. LaCosta, on motion of Mr. LaCosta, seconded by Mr. Greet and approved by those present. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #17-03

WHEREAS, the Rahway Valley Sewerage Authority (Authority) received a proposal from Eurofins QC Inc., 1205 Industrial Highway, Southampton, PA 18966 for Professional Services; and

WHEREAS, the Authority has a need to engage a consultant to provide Laboratory Services (Bioassay Analysis), Contract #1709 for the period January 1, 2017 through December 31, 2017; and

WHEREAS, pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-5, contracts of this nature may be awarded without bidding, however, the Authority solicited a proposal based on Non-Fair and Open process; and

WHEREAS, the Secretary-Treasurer of the Authority hereby certifies that funds for said contract will be budgeted for in the 2017 Annual Budget; and

WHEREAS, the Authority received a proposal, from Eurofins QC Inc. on January 5, 2017, with an estimated total amount of \$13,800.00 for various analytical tests.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority engage Eurofins QC Inc. to perform the services described herein at an estimated amount of \$13,800.00; and

BE IT FURTHER RESOLVED that a Professional Service Contract for the services described herein be entered into and approved by the Authority; and

BE IT FURTHER RESOLVED that said Contract must be executed by both parties within 60 days of award, in the event that the designated Party to this contract fails or refuses to sign said contract and all terms and conditions included therein, this Resolution shall be void and services shall be forthwith terminated; and

BE IT FURTHER RESOLVED that a "Notice of Award" be published in Accordance with law.

The following Resolution #17-04 was offered by Mr. LaCosta, on motion of Mr. LaCosta, seconded by Mr. Mazzarella and approved by those present. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #17-04

WHEREAS, the Rahway Valley Sewerage Authority (Authority) received a proposal from Aqua Pro-Tech Laboratories, 1275 Bloomfield Avenue, Bldg. 6, Fairfield, NJ 07004 for Professional Services; and

WHEREAS, the Authority has a need to engage a consultant to provide Laboratory Services (SQAR and other Analysis), Contract #1710 for the period January 1, 2017 through December 31, 2017; and

WHEREAS, pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-5, contracts of this nature may be awarded without bidding, however, the Authority solicited a proposal based on Non-Fair and Open process; and

WHEREAS, the Secretary-Treasurer of the Authority hereby certifies that funds for said contract will be budgeted for in the 2017 Annual Budget; and

WHEREAS, the Authority received a proposal, from Aqua Pro-Tech Laboratories on January 5, 2017, with an estimated total amount of \$50,732.00 for various analytical tests.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority engage Aqua Pro-Tech Laboratories to perform the services described herein at an estimated amount of \$50,732.00; and

BE IT FURTHER RESOLVED that a Professional Service Contract for the services described herein be entered into and approved by the Authority; and

BE IT FURTHER RESOLVED that said Contract must be executed by both parties within 60 days of award, in the event that the designated Party to this contract fails or refuses to sign said contract and all terms and conditions included therein, this Resolution shall be void and services shall be forthwith terminated; and

BE IT FURTHER RESOLVED that a “Notice of Award” be published in Accordance with law.

Mr. LaCosta made a motion, seconded by Mr. Rachlin, to award Contract #1715 – Furnish and Deliver Parts for Caterpillar Engines, for the 103 items bid upon (of the 243 included in the bid) to the sole bidder Foley, Inc. of Piscataway, NJ, in an amount not to exceed \$1,624,141.28, as recommended by Joanne Grimes, QPA.

It was noted that the Authority will not spend anywhere near the amount bid, however, all parts necessary for the CAT Engines were included in the bid of which Foley, Inc. bid on 103 of those items in varying quantities.

As there was no further discussion, the motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

The following Resolution #17-05 was offered by Mr. LaCosta, on motion of Mr. LaCosta, seconded by Mr. Lambe and approved by those present. Mr. Chin and Mr. Connelly were absent.

RESOLUTION #17-05

WHEREAS, the Rahway Valley Sewerage Authority (Authority) received a proposal from Atlantic Analytical Laboratory, PO Box 220, Salem Industrial Park, Bldg. 4, Whitehouse, NJ 08888 for Professional Services; and

WHEREAS, the Authority has a need to engage a consultant to provide Laboratory Services to perform Digester Gas Analysis, Contract #1717 for the period January 1, 2017 through December 31, 2017; and

WHEREAS, pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-5, contracts of this nature may be awarded without bidding, however, the Authority solicited a proposal based on Fair and Open process; and

WHEREAS, the Secretary-Treasurer of the Authority hereby certifies that funds for said contract will be budgeted for in the 2017 Annual Budget; and

WHEREAS, the Authority received a proposal, from Atlantic Analytical Laboratory on January 5, 2017, with an estimated total amount of \$43,865.00 for said testing.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority engage Atlantic Analytical Laboratory to perform the services described herein at an estimated amount of \$43,865.00; and

BE IT FURTHER RESOLVED that an Professional Service Contract for the services described herein be entered into and approved by the Authority; and

BE IT FURTHER RESOLVED that said Contract must be executed by both parties within 60 days of award, in the event that the designated Party to this contract fails or refuses to sign said contract and all terms and conditions included therein, this Resolution shall be void and services shall be forthwith terminated; and

BE IT FURTHER RESOLVED that a "Notice of Award" be published in Accordance with law.

Mr. LaCosta made a motion, seconded by Mr. Tomaine, to award Contract #1720 – Equipment Rental and Sewer Cleaning to the low bidder, All American Sewer of Lodi, NJ in an amount of \$43,772.00, as recommended by Joanne Grimes, QPA. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

Mr. LaCosta made a motion, seconded by Mr. Mazzarella, authorizing work to be performed by NetQ Multimedia of Freehold, NJ, specifically the installation of communication and video equipment, under NJ State Contract #A88739/T2989, in an amount not to exceed \$114,225.00 as recommended by Janice Teixeira, Health, Safety and Human Resource Manager, and the Executive Director.

Mr. Meehan noted that this contract is for the installation; the equipment was being ordered separately, for a total amount of about \$160,000.00 of which \$150,000.00 was being paid for with Grant funds.

As there was no further discussion, the motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

The following Resolution #17-06 was offered by Mr. Greet, on motion of Mr. Greet, seconded by Mr. Mazzarella.

RESOLUTION #17-06
2017 AUTHORITY BUDGET RESOLUTION
Rahway Valley Sewerage Authority
Fiscal Year from January 1, 2017 to December 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the Rahway Valley Sewerage Authority for the fiscal year beginning January 1, 2017 and ending December 31, 2017 has been presented before the governing body of the Rahway Valley Sewerage Authority at its open public meeting of January 19, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$25,262,750 Total Appropriations, including any Accumulated Deficit if any, of \$25,976,250 and Total Unrestricted Net Position utilized of \$713,500; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$5,700,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ - ; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Rahway Valley Sewerage Authority, at an open public meeting held on January 19, 2017, that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Rahway Valley Sewerage Authority for the fiscal year beginning January 1, 2017, and ending December 31, 2017 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Rahway Valley Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 16, 2017.

The Chairman requested a roll call vote:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Clark			Roselle Park
Cranford			Westfield
Garwood			
Kenilworth			
Mountainside			
Rahway			
Scotch Plains			
Springfield			
Woodbridge			

As the vote was 9 to 0 with 2 absent, the Resolution passed.

Bills and Claims

Mr. Greet made a motion, seconded by Mr. Lambe, that the following bills and claims previously audited by the Finance Committee be ordered paid. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

BILLS AND CLAIMS LISTING**BUILDING & EQUIPMENT FUND**

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
3046	01/19/17	CDM SMITH, INC.	140.2	2,061.00
3047	01/19/17	GREENBAUM, ROWE, SMITH & DAVIS	140.1	647.30
3048	01/19/17	HAWKINS, DELAFIELD & WOOD LLP	140.2	11,374.07

Total Building & Equipment Fund Checks: 3

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$14,082.37

OPERATING FUND - MANUAL

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
281	01/13/17	NJ STATE HEALTH BENEFITS	03/04	130,396.31

Total Operating Fund Manual Checks: 1

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Operating Fund Manual Checks Paid: \$130,396.31

OPERATING FUND

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
46871	12/19/16	RAHWAY - DEPT. OF PLANNING	37	20.00
46872	12/28/16	NJDEP	32	200.00
46873	12/28/16	STAPLES ADVANTAGE	13	1,222.31
46874	12/28/16	UNITED PARCEL SERVICE	48	21.58
46875	12/28/16	VERIZON	11	900.73
46876	12/28/16	VERIZON WIRELESS	11	2,977.30
46877	12/29/16	CANON FINANCIAL SERVICES, INC.	16	459.78
46878	12/29/16	DIRECT ENERGY BUSINESS	19	25,666.40
46879	12/29/16	INTELLIGENT ENERGY	22	4,839.16
46880	12/29/16	PSE&G COMPANY	19	7,960.65
46881	12/29/16	RAHWAY VALLEY SEWERAGE AUTH.	01/02	282,129.06
46882	01/04/17	CANON USA INC.	16	444.18
46883	01/04/17	CRYSTAL SPRINGS	13	28.49
46884	01/04/17	DIRECT ENERGY BUSINESS	22	38,902.65
46885	01/04/17	ELIZABETHTOWN GAS	22	2,333.30
46886	01/04/17	THE LINCOLN NATIONAL LIFE INS.	03	1,147.97
46887	01/04/17	MAGELLAN BEHAVIORAL HEALTH	03	524.70

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
46888	01/04/17	MILLER MECHANICAL CORP.	32	1,075.00
46889	01/04/17	NJ MANUFACTURERS INSURANCE	17	16,200.00
46890	01/04/17	PURCHASE POWER	48	520.99
46891	01/04/17	STAPLES ADVANTAGE	13	54.54
46892	01/04/17	VISION SERVICE PLAN	03	1,217.88
46893	01/04/17	WAGE WORKS	03	75.00
46894	01/13/17	BGIA, INC.	17	1,040.30
46895	01/13/17	HOME DEPOT CREDIT SERVICES	27/32/34	1,600.48
46896	01/13/17	MIDDLESEX WATER COMPANY	33	6,323.34
46897	01/13/17	PSE&G COMPANY	19	496.15
46898	01/13/17	STAPLES ADVANTAGE	13	97.79
46899	01/13/17	STAPLES CREDIT PLAN	27/28/31/32	3,982.36
46900	01/13/17	UNITED PARCEL SERVICE	48	30.85
46901	01/13/17	WINDSTREAM COMMUNICATIONS	11	1,743.50
46902	01/19/17	A TOUCH OF ITALY	49	436.20
46903	01/19/17	ADP, LLC.	16	4,550.64
46904	01/19/17	AERC.com INC.	32	1,430.00
46905	01/19/17	A&K EQUIPMENT COMPANY	35	262.90
46906	01/19/17	AMERICAN WEAR	31/32	3,276.87
46907	01/19/17	APPLIED ANALYTICS, INC.	31/32/34	26,339.63
46908	01/19/17	ASSOCIATED AUTO PARTS	35	200.76
46909	01/19/17	ASSOC. OF ENVIR. AUTH.	15/31/49	2,930.00
46910	01/19/17	ATLANTIC ANALYTICAL LAB.	41	1,525.00
46911	01/19/17	ATLANTIC COMMUNICATION	32	1,739.16
46912	01/19/17	BARTELL FARM & GARDEN SUPPLY	29	1,149.00
46913	01/19/17	B & B DISPOSAL	32	1,350.00
46914	01/19/17	CORTEL BUSINESS SOLUTIONS	27	9,660.44
46915	01/19/17	BOWCO LABORATORIES, INC.	32	63.00
46916	01/19/17	CDM SMITH, INC.	05	2,666.66
46917	01/19/17	CDW GOVERNMENT, INC.	27	830.00
46918	01/19/17	CITY OF RAHWAY - UNITED WATER	33	19,060.74
46919	01/19/17	ACCSES NJ INC. CNA SERVICES	32	1,529.54
46920	01/19/17	COMMUNITY SAFETY CONS.	31	250.00
46921	01/19/17	COOPER ELECTRIC SUPPLY CO.	34	707.20
46922	01/19/17	CSL SERVICES, INC.	30	12,870.00
46923	01/19/17	ANDREA DeCARLO	18	150.00
46924	01/19/17	DIVITA BALANCE SERVICE CO. LLC	40	475.00
46925	01/19/17	EARTHCARE - A WIND RIVER CO.	26	1,945.00
46926	01/19/17	ELIZABETHTOWN GAS	22	1,880.63
46927	01/19/17	ENVIRONMENTAL COMPLIANCE	41	6,082.50
46928	01/19/17	ENVIROLUTIONS LLC	32	17,350.00
46929	01/19/17	ELIZABETHTOWN GAS	22	18,197.79
46930	01/19/17	EVOQUA WATER TECHNOLOGIES	40	1,297.00
46931	01/19/17	EXCELSIOR BLOWER SYSTEMS, INC.	32	2,973.00
46932	01/19/17	EXEMPLIS CORPORATION C/O BFI	13	1,704.00
46933	01/19/17	FACTORY DIRECT PIPELINE	28	305.59

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
46934	01/19/17	FIBERGLASS FABRICATORS, INC.	32	2,800.00
46935	01/19/17	FISHER SCIENTIFIC	40	1,273.29
46936	01/19/17	FOLEY, INCORPORATED	28	8,263.11
46937	01/19/17	NAIM FRANKLIN	32	11.79
46938	01/19/17	COYNE CHEMICAL	32	2,660.00
46939	01/19/17	GOVCONNECTION, INC.	27/28	4,723.68
46940	01/19/17	GRAINGER	28/31/32/40	5,390.67
46941	01/19/17	GRAYBAR ELECTRIC CO., INC.	32	538.91
46942	01/19/17	GREAT LAKES ENVIRONMENTAL	41	2,566.28
46943	01/19/17	GREENBAUM, ROWE, SMITH & DAVIS	07	2,913.60
46944	01/19/17	GREYLINE INSTRUMENTS INC.	32	5,273.88
46945	01/19/17	HACH COMPANY	40	2,983.98
46946	01/19/17	HAYES PUMP INC.	32	3,068.00
46947	01/19/17	IMPACT COMPUTERS & ELECT.	27/28	889.50
46948	01/19/17	IN THE SWIM	29	4,224.85
46949	01/19/17	INDEPENDENT OVERHEAD DOOR	32	17,990.00
46950	01/19/17	INDUSTRIAL CONTROLS DIST. LLC	32	2,600.40
46951	01/19/17	INTELLIGENT ENERGY	22	1,916.80
46952	01/19/17	INGERSOLL RAND COMPANY	34	9,046.20
46953	01/19/17	INTELEPEER CLOUD COMM.	11	431.15
46954	01/19/17	JCI JONES CHEMICALS, INC.	29	3,076.15
46955	01/19/17	KEMPTON FLAGS	32	700.00
46956	01/19/17	LYONS ENVIRONMENTAL SERVICES	42	2,550.00
46957	01/19/17	MAFFEY'S SECURITY GROUP	32	1,887.80
46958	01/19/17	JEAN MANIGOLD	13	41.72
46959	01/19/17	MCMASTER-CARR SUPPLY CO.	28/32	3,295.35
46960	01/19/17	JAMES J. MEEHAN	31	125.00
46961	01/19/17	MILLER ENERGY INC.	32	1,285.52
46962	01/19/17	PREDRAG MLADENOVIC	31	125.00
46963	01/19/17	MOTION INDUSTRIES, INC.	32	4,308.59
46964	01/19/17	NAVITEND	27	25.00
46965	01/19/17	COLOGIX	11	294.00
46966	01/19/17	NJ ADVANCE MEDIA	12	485.05
46967	01/19/17	NJ MOTOR VEHICLE COMMISSION	35	253.50
46968	01/19/17	STATE OF NJ BUREAU OF REVENUE	37	700.00
46969	01/19/17	NJ STATE LEAGUE OF MUNIC.	31	65.00
46970	01/19/17	NJ WATER ENVIRONMENT ASSOC.	31	34.00
46971	01/19/17	NJEIT - U.S. BANK NAT'L ASSOC.	09	162,530.24
46972	01/19/17	NJ WATER ASSOCIATION	52	385.00
46973	01/19/17	NOV PROCESS & FLOW	32	308.53
46974	01/19/17	NW FINANCIAL GROUP, LLC	09	495.02
46975	01/19/17	OPTIMUM CONTROLS CORP.	32	9,204.50
46976	01/19/17	ONE CALL CONCEPTS, INC.	32	22.50
46977	01/19/17	P&A CONSTRUCTION, INC.	32	28,180.74
46978	01/19/17	PEREGRINE TECHNICAL SERVICES	41	3,550.00
46979	01/19/17	PITNEY BOWES INC.	48	243.00

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
46980	01/19/17	POLYDYNE INC.	23	34,400.00
46981	01/19/17	PRAXAIR DISTRIBUTION, INC.	32	497.33
46982	01/19/17	PRECISION ELECTRIC MOTOR WORKS	32	3,748.82
46983	01/19/17	PREMIER TECHNOLOGY SOLUTIONS	27	14,240.00
46984	01/19/17	HERALDO PRIVADO	31	125.00
46985	01/19/17	EUROFINS QC, INC.	41	21.00
46986	01/19/17	QUALITY CONTROLS, INC.	32	2,736.00
46987	01/19/17	ROBERT I. RACHLIN	49	128.48
46988	01/19/17	RADWELL INTERNATIONAL, INC.	32	5,451.00
46989	01/19/17	TOWNSHIP OF RANDOLPH	52	1,100.00
46990	01/19/17	RAHWAY VALLEY SEWERAGE AUTH.	01/02	200,611.59
46991	01/19/17	PETTY CASH	14	10.00
46992	01/19/17	ROBERT SAFCHINSKY	32	111.36
46993	01/19/17	SAKER SHOPRITES, INC.	49	32.25
46994	01/19/17	SCHOOL OUTFITTERS	13	581.83
46995	01/19/17	SCHWARTZ SIMON EDELSTEIN	08	66.00
46996	01/19/17	SCIENTIFIC WATER CONDITIONING	32	780.00
46997	01/19/17	SKC INC.	41	224.47
46998	01/19/17	SMITH TRACTOR & EQUIPMENT INC.	35	599.62
46999	01/19/17	SPECTRASERV INC.	25	28,267.68
47000	01/19/17	TAYLOR OIL CO., INC.	24	1,306.33
47001	01/19/17	TD BANK, NA	09	4,140.00
47002	01/19/17	TD BANK, NA	09	19,882.50
47003	01/19/17	JANICE TEIXEIRA	15/31	280.16
47004	01/19/17	TELEDYNE INSTRUMENTS, INC.	43	1,701.25
47005	01/19/17	TURTLE & HUGHES INC.	28/32	59,842.09
47006	01/19/17	UNITED STATES PLASTIC CORP.	40	1,208.88
47007	01/19/17	USA BLUEBOOK	32	1,761.02
47008	01/19/17	CARLO VIGLIAROLO	31	125.00
47009	01/19/17	W. A. BIRDSALL & CO.	32	13.00
47010	01/19/17	WEINER LESNIAK LLP	08	595.00
47011	01/19/17	WILDLIFE SUPPLY COMPANY	43	103.95

Total Operating Fund Checks: 141
 Total Void Checks: 0
 Total Void Check Amount: \$0.00
 Total Operating Fund Checks Paid: \$1,237,853.60

OPERATING FUND	6-01	\$827,073.93
BUILDING & EQUIPMENT FUND	6-02	<u>\$14,082.37</u>
Year 2016 Total:		\$841,156.30

OPERATING FUND	7-01	\$541,175.98
BUILDING & EQUIPMENT FUND	7-02	<u>\$0.00</u>
Year 2017 Total:		<u>\$541,175.98</u>

TOTAL OF ALL FUNDS ALL YEARS:

\$1,382,332.28

Open the floor to the Public for questions or comments

None.

Closed Session

Mr. Mazzarella made a motion to go into closed session at 7:38 p.m. for discussion of pending and/or anticipated legal matters, specifically the Rahway Park Siphon, and Contract #173-PPP. The motion was seconded by Mr. Rachlin and approved by those present. Mr. Chin and Mr. Connelly were absent.

Regular Order of Business

Mr. Greet made a motion, seconded by Mr. Rachlin, to return to the Regular Order of Business at 8:06 p.m. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

Adjournment

As there was no further business, on motion of Mr. Lambe, seconded by Mr. Greet, the meeting adjourned at 8:08 p.m. The motion was approved by those present. Mr. Chin and Mr. Connelly were absent.

Chairman

Robert J. Materna
Robert J. Materna, Secretary-Treasurer

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Attachments