WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES October 18, 2022

Chairwoman Napolitani called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 6:59 p.m. The meeting was held at the Authority's Administration building located at 199 Foul Rift Road, Belvidere, New Jersey.

Roll Call:

Laurel Napolitani, Chairwoman Everdina O'Connor, Vice Chairperson Chad Chamberlain, Secretary William Godfrey Donald Niece — entered at 7:01 p.m. Gerald Norton Joseph Roth Angelo Accetturo, Treasurer - Absent

Also, in attendance: Kim Francisco, Authority CFO; Brian Tipton, Esq., Authority Legal Counsel; and Susan Wright, Administrative Assistant.

Chairwoman Napolitani led everyone in the Pledge of Allegiance and then read the Introductory Statement.

MINUTES

Mr. Roth moved, and Ms. O'Connor seconded to approve the minutes of the September 20, 2022 regular meeting, as presented. All in favor, except one abstention by Mr. Norton. The motion passed.

CORRESPONDENCE

Mr. Chamberlain recapped the correspondence listed below:

- 1. Application for Letter of Interpretation from EcolSciences, Inc. on behalf of Smith Grains Farms, LLC for verify the absence of wetlands within Block 21, Lot 7 in the Township of White, Warren County, NJ.
- 2. Notice of Hearing from Alfia Schemm, White Township Planning Board Secretary, to be held on October 6, 2022 at 7:00 P.M. at the White Township Municipal Building, to determine whether the area consisting of Block 53, Lot 1, meets the criteria for a non-condemnation redevelopment area in accordance with the N.J. Local Redevelopment and Housing Law.

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- 3. Memorandum dated October 13, 2022 from Scott Burd, Personnel Director of the Warren County Personnel Department to all constitutional offices, department, and division heads regarding pre-employment physical examination.
- 4. Copy of letter dated October 14, 2022 from Alex J. Lazorisak, County Administrator to Joseph Kennedy, accepting Mr. Kennedy's resignation as Commissioner from the Warren County Municipal Utilities Authority as of October 12, 2022.
- 5. Application for Letter of Interpretation from EcolSciences, Inc. on behalf of Smith Grains Solar Farms, LLC for verify the absence of wetlands, transition areas, or State open waters occur within Block 30, Lot 1 in the Township of White, Warren County, NJ.
- 6. Memorandum dated October 17, 2022 from Courtney Marshal, Bureau of Ground Water, Residuals and Permit Administration, to the Authority advising that our application for a NJPDES permit for the Oxford Plant has been deemed administratively complete.

EXECUTIVE SESSION

At approximately 7:04 p.m., Ms. O'Connor moved, and Mr. Chamberlain seconded to adopt Resolution #22-34, to enter into an executive session. All in favor, motion carried.

At 7:10 p.m., Ms. O'Connor moved, and Mr. Chamberlain seconded to return to open session. All in favor, motion carried.

ENGINEER'S REPORT

Mr. Madison was not in attendance; however, his report was included in the agenda packets and reviewed. There were no questions or comments.

CFO'S REPORT

Mr. Francisco summarized the monthly financial report.

Mr. Francisco summarized the FY2023 Authority Budget Resolution with the Board.

Mr. Niece moved to adopt Resolution #22-35, for approval of the introduced FY2023 Annual Operating and Capital Budgets, and to certify the FY2023 Annual Budget, including all related schedules, and the FY2023 Capital Budget/Program as presented. Mr. Roth seconded. All in favor, motion passed.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

Chairwoman Napolitani asked Mr. Tipton for an explanation regarding the pump station in White Township for purposes of the Becrett development project. There was a discussion

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regarding the Township's decision not to pay for increased capability of the pump station and a larger line, which is public information. Mr. Tipton advised that it would be wise for the Board to reach out and meet with the Township and/or their engineer Paul Sterbenz to get a better explanation. The Board decided to invite the Township Committee or their representative to our next meeting and to request Mr. Sterbenz also attend to discuss the matter and answer questions of the Authority.

There was a brief discussion regarding Jaindl and if there was any new information concerning the project.

EXECUTIVE DIRECTOR

Oxford Sludge Tank: Tank is up and running. Mr. Inscho reviewed the Change Order No. 1 for a decrease in the contract price with the Board, which was included in the agenda packets. Mr. Niece moved to approve the Change Order No. 1. Mr. Norton seconded. All in favor, motion passed.

Oxford Force Main: Pipe is on site and should be installed by the next meeting.

Belvidere Clarifier Project: Finishing up the blasting, should be ready for paint by next week and hoping to have the project completed by November 4, 2022.

Operator Price gave his notice and his last day was Thursday, October 13, 2022.

AUTHORITY CHAIRWOMAN

Chairwoman Napolitani advised the Board that Mr. Kennedy resigned from the Authority.

Chairwoman Napolitani advised that the personnel committee and Mr. Inscho met to review our Personnel Manual. She summarized her memorandum that was provided to the Board in the agenda packet. She advised that we will have the labor counsel of Mr. Tipton's office do a formal review of the Manual and then hopefully, by the new year it will be updated and approved.

FINANCE

Mr. Niece moved that Resolution #22-36 (Certificate No. 434: \$57,384.10) be approved to pay all bills from the Operating Fund, as presented. Ms. O'Connor seconded. All in favor, motion passed.

Mr. Niece moved that Resolution #22-37 (Certificate No. 440: \$273,156.05) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Godfrey seconded. All in favor, motion passed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public comment.

As there was no more business to come before the Authority, Mr. Niece moved for the meeting to be adjourned. The meeting was adjourned at 7:32 p.m.

Susan Wright
Susan Wright

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:
- 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

Laurel Napolitani, Chairwoman

Dated: October 18, 2022

2023 ADOPTED BUDGET RESOLUTION

Warren County - Pequest River Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Warren County - Pequest River Utilities Authority for the fiscal beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Warren County - Pequest River Utilities Authority at its open public meeting of December 20, 2022; 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 presented for adoption reflects Total Revenues of \$2,417,570.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,608,304.00, and Total Unrestricted Net Position utilized of \$190,734.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$135,000.00 and Total Unrestriced Net Position Utilized of \$135,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Warren County - Pequest River Utilities Authority at an open pu meeting held on December 20, 2022 that the Annual Budget and Capital Budget/Program of the Warren County - Pequest River Utilities for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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.

(Lee) C	October 18, 2022
(Secretary's Signature)	(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Angelo Accetturo				X
E. Chad Chamberlain	Х			,
William Godfrey	Х			
Donald Niece	X			
Gerald Norton	X			
Everdina O'Connor	X			
Joseph Roth	X			
Laurel Napolitani	X			· · · · · · · · · · · · · · · · · · ·
vacant	•	PART		
	1			

RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND DURING THE MONTHS OF SEPTEMBER & OCTOBER, 2022

I HEREBY CERTIFY, that the bills listed on the attached Resolution of October 18, 2022, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2022 budget.

Chad Chamberlain, Secretary

Certificate No. OP 434

Dated: October 18, 2022

Moved by: Mr. Niece

Seconded by: Us. O'Connor

Yes 7

No Ø

Abstain Ø

Absent 1

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: October 18, 2022

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 #21176-21184:
 09/27/22
 \$2,026.46

 Check #21185-21219:
 10/17/22
 \$55,357.64

Total: \$57,384.10

PENTAMATION DATE: 09/27/2022 TIME: 10:43:57

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY CHECK REGISTER

PAGE NUMBER: 1 VENCHK11 ACCOUNTING PERIOD: 9/22

AMOUNT	791.70	36.52 19.90 66.37	40.98 93.39 134.37	358.59	29.94	4.09	196.94	160.75	283.71	2,026.46	2,026.46
DESCRIPTION	REPLACEMENT CHECK	0309373198 0309801924 0310260175	8499052660035827 8499052660035835	8499052650021506	S. WATER STREET PUMP	FLOW METER	OFFICE SUPPLIES	MOBILE PHONES & OCC	34836		
ACCT	5011	5076 5076 5076	5076 5076	2076	5070	5071	5030	5076	5076		
VENDOR	ACCETTURO, NICOL A.	CENTURYLINK CENTURYLINK CENTURYLINK	COMCAST COMCAST	COMCAST	ELIZABETHTOWN GAS	JCP&L	OFFICE CONCEPTS GROUP, IN	VERIZON WIRELESS	VOIP BILLING SERVICES		
	17	239 239 239	273 273	273	460	935	1420	2140	2145		
DATE ISSUED	09/27/22	09/27/22 09/27/22 09/27/22 L CHECK	10101 09/27/22 10101 09/27/22 TOTAL CHECK	09/27/22	09/27/22	09/27/22	09/27/22	09/27/22	09/27/22		
CHECK NUMBER CASH ACCT	10101	10101 10101 10101 TOTAL 0	10101 10101 TOTAL 0	10101	10101	10101	10101	10101	10101	FUND	TOTAL REPORT
CHECK NUME	21176	21177 21177 21177	21178 21178	21179	21180	21181	21182	21183	21184	TOTAL	TOTAL

PENTAMATION DATE: 10/12/2022 TIME: 10:27:07

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY CHECK REGISTER

PAGE NUMBER: 1 VENCHK11 ACCOUNTING PERIOD: 10/22

	AMOUNT	391.67	20.00	339.00	1,915.00	38.52 63.03 44.60 146.15	46.36 57.01 46.36 57.01 46.36 57.01 57.01 413.48	6,211.84	1,000.00	575.00	7,340.00	255.00	366.34	233.33	141.09 5,439.63 4.09 6,219.63 337.40 36.08 12,650.00	233.33	1,175.60 823.90 247.00 2,246.50		4.077.64
	DESCRIPTION	MONTHLY STIPEND	FRONT DOOR SECURITY	FIRE ALARM INSPECT	ANNUAL SUPPORT	309480336 309538602 310189069	4130792872 4130793257 4131379124 4131379330 4132082960 4132083407 4132774474	GENERAL ENGINEER SERV	FINANCE SUPPORT	WATCHGUARD RENEWAL	OXFORD FORCE MAIN	GEN ADMIN LEGAL SERV	REIM HEALTH	MONTHLY STIPEND	100003352968 100004188262 100004582811 100004911044 100005061898 100005205917	MONTHLY STIPEND	138758 138815 138829		SEPTEMBER BILLING
1	ACCT	5011	5026	5517	5030	5076 5076 5076	00000000000000000000000000000000000000	5545	5028	5029	5024	5027	5092	5011	5071 5071 5071 5071 5071 5071	5011	5024 5024 5024		T700
;	VENDOR	ACCETTURO, NICOL A.	ADT COMMERCIAL LLC	AFA PROTECTIVE SYSTEMS, I	ALLMAX SOFTWARE, INC	CENTURYLINK CENTURYLINK CENTURYLINK	CINTAS CORPORATION	COLLIERS ENGINEERING & DE	COUNTY OF WARREN	CRS, LLC	F.W. WEBB COMPANY	FLORIO PERRUCCI STEINHARD	GERO, WAYNE	GODFREY, WILLIAM	JCP&L JCP&L JCP&L JCP&L JCP&L JCP&L JCP&L	KENNEDY, JOSEPH, SR.	LIN SUPPLY INC. LIN SUPPLY INC. LIN SUPPLY INC.		MAIN POOL & CHEMICAL CO.,
,		17	28	40	25	239 239 239	265 265 265 265 265 265 265	271	287	295	505	539	625	650	agagaga mmmmmm nananana nanananananananananana	1025	1150 1150 1150	1715	777
	ц.	10/17/22	10/17/22	10/17/22	10/17/22	10/17/22 10/17/22 10/17/22 CHECK	10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 CHECK	10/17/22	10/17/22	10/17/22	10/17/22	10/17/22	10/17/22	10/17/22	10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 00/17/22	10/17/22	10/17/22 10/17/22 10/17/22 CHECK	10/17/22	77/17/07
HUCK DOWN DEADNIN		10101	10101	10101	10101	10101 10101 10101 TOTAL C	10101 10101 10101 10101 10101 10101 10101 TOTAL C	10101	10101	10101	10101	10101	10101	10101	10101 10101 10101 10101 10101 10101 10101 TOTAL C	10101	10101 10101 10101 TOTAL C	10101	1
מווע אטווא	,	21185	21186	21187	21188	21189 21189 21189	21190 21190 21190 21190 21190 21190 21190	21191	21192	21193	21194	21195	21196	21197	21198 21198 21198 21198 21198 21198 21198	21199	21200 21200 21200	21201	

PENTAMATION DATE: 10/12/2022 TIME: 10:27:07 FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY CHECK REGISTER

PAGE NUMBER: 2 VENCHK11 ACCOUNTING PERIOD: 10/22

CHECK NUMBER CASH ACCT	CASH ACCT	DATE ISSUED		VENDOR	АССТ	DESCRIPTION	AMOUNT
21203	10101	10/17/22	1330	NAPOLITANI, LAUREL	5011	MONTHLY STIPEND	450.00
21204	10101	10/17/22	1340	NEW JERSEY AMERICAN WATER	5072	SEPTEMBER WATER	19.85
21205	10101	10/17/22	1355	NIECE, DONALD L.	5011	MONTHLY STIPEND	233.33
21206	10101	10/17/22	1387	NORTH EAST PARTS GROUP, L	5025	LATEX GLOVES	109.77
21207	10101	10/17/22	1388	NORTON, GERALD	5011	MONTHLY STIPEND	233.33
21208	10101	10/17/22	1396	O&M SOLUTIONS, LLC	5024	TRANSDUCER REPAIR	2,042.84
21209	10101	10/17/22	1397	O'CONNOR, EVERDINA A.	5011	MONTHLY STIPEND	391.67
21210	10101	10/17/22	1440	ONE CALL CONCEPTS, INC.	5024	UTILITY LOCATE SEPT	8.58
	10101 10101 10101 10101 10101 10101 10101 10101 10101 TOTAL CHECK	10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 10/17/22 CHECK	1344 13443 13443 13443 13443 13443 1343	PACE ANALYTICAL SERVICES,	00000000000000000000000000000000000000	N106982 N107237 N107652 N108105 N108106 N108107 N108350 N108350	1,202.75 1,167.45 1,167.45 1,167.45 387.20 387.70 387.70 387.70 387.70 387.70 5,406.10
21212	10101	10/17/22	1520	PASSAIC VALLEY SEWERAGE C	5079	SLUDGE DISPOSAL SEPT	2,730.00
21213 21213	10101 10101 TOTAL	101 10/17/22 101 10/17/22 TOTAL CHECK	1741 1741	RIGO GENERAL HARDWARE RIGO GENERAL HARDWARE	5024 5024	211255 211826	13.98 31.95 45.93
21214	10101	10/17/22	1767	котн, зоѕерн Р.	5011	MONTHLY STIPEND	233.33
21215	10101	10/17/22	1825	SANICO INC.	5024	MONTHLY DUMPSTER FEE	287.80
21216	10101	10/17/22	1880	SPECTRASERV INC	5079	SLUDGE HAUL SEPT	3,729.60
21217	10101	10/17/22	1938	THE COUNTY OF WARREN	5070	MONTHLY GASOLINE	191.23
21218 21218	10101 10101 TOTAL	10/17/22 10/17/22 CHECK	2245 2245	WASSER, JOHN E. WASSER, JOHN E.	5042 5042	REIMBURSE RENEW WEF REIMBURSE WEF DUES	140.00 42.00 182.00
21219	10101	10/17/22	2280	WILSON PRODUCTS	5024	SEPTEMBER BILLING	24.00
TOTAL FUND	QN						55,357.64
TOTAL RE	REPORT						55,357.64

RESOLUTION RE:

EXPENDITURES FROM THE CAPITAL IMPROVEMENTS FUND FOR THE MONTH OF SEPTEMBER, 2022

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

Laurel Napolitani, Charwoman

Chad Chamberlain, Secretary

Certificate No. CI 440

Dated: October 18, 2022

Moved by: Mr. Niece

Seconded by: Mr. Godfrey

Yes 7

No Ø

Abstain Ø

Absent 1

CAPITAL IMPROVEMENT BILLS LIST

Dated: October 18, 2022

Colliers Engineering – Clarifier Rehab:	\$	1,403.45
Colliers Engineering – Oxford Sludge Tank:	\$	7,330.45
American Industrial Supply – Clarifier Rehab:	\$	76.65
Spectraserve Inc. – Clarifier Rehab:	\$	10,476.50
Alpine Painting & Sandblasting – Oxford Sludge Tank:	<u>\$2</u>	253,869.00

Total

\$273,156.05

PENTAMATION DATE: 10/12/2022 TIME: 10:34:20

PAGE NUMBER: 1 VENCHK11 ACCOUNTING PERIOD: 10/22

7,330.45 1,403.45 8,733.90 84,623.00 84,623.00 76,65 10,476.50 273,156.05 273,156.05 84,623.00 AMOUNT -----DESCRIPTION------AERATION TANK CLEANING OXFORD SLUDGE TANK BELV CLARIFIER REHAB OXFORD STORAGE TANK BELVIDERE CLARIFIER OXFORD STORAGE TANK OXFORD STORAGE TANK 19001 19001 19001 19001 19001 19001 19001 MUNICIPAL UTILITY AUTHORITY CHECK REGISTER ALPINE PAINTING & SANDBLA ALPINE PAINTING & SANDBLA ALPINE PAINTING & SANDBLA AMERICAN INDUSTRIAL SUPPL COLLIERS ENGINEERING & DE COLLIERS ENGINEERING & DE --VENDOR-----SPECTRASERV INC FUND - MUA01 - MUN UTILITY AUTH GEN FUND 1805 1805 1880 1805 271 271 DATE ISSUED ----55 10/18/22 10/18/22 10/18/22 10/18/22 10101 10/18/22 10101 10/18/22 TOTAL CHECK 10/18/22 CHECK NUMBER CASH ACCT 10101 10101 10101 10101 10101 TOTAL REPORT TOTAL FUND 21225 21220 21221 21222 21223 21224 21224