

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES

September 21, 2016

Chairman Chamberlain called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:30 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	Sidney Deutsch	Absent
Morris Scott, Jr., Vice Chairman	Donald Niece	Absent (entered at 7:36)
Laurel Napolitani, Secretary		
Robert Piazza, Treasurer		
Drew Kiszonak		
Everdina O'Connor		
Philip Rosenberg		

Also, in attendance were:

Stephen Donati, P.E., Authority Engineer; Daniel Olshefski, Authority CFO; Kim Francisco, Authority Fiscal Officer; Brian Tipton, Esq., Authority Legal Counsel; Billy J. Wauhop, Authority Consultant; and Patricia Kaspereen, Administrative Assistant.

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

MINUTES

Mr. Piazza moved and Ms. Napolitani seconded to approve the minutes of the August 17, 2016 regular meeting, as presented. The motion passed. Roll call was as follows:

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

Ms. Napolitani moved and Ms. O'Connor seconded to approve the minutes of the August 17, 2016 executive session, as presented. The motion passed. Roll call was as follows:

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

CORRESPONDENCE

Ms. Napolitani recapped the correspondence listed below:

1. A letter dated August 11, 2016, from Mr. Bukowski, Assistant Commissioner, Compliance & Enforcement, NJDEP, notifying the Authority that the Belvidere Area WWTF complied with Department regulations and/or Permit conditions.
2. A letter dated August 18, 2016, from Mr. Sauder, Project Manager, CP Engineers to Mr. Patel, Chief, Municipal Finance & Construction Element, Bureau of Environmental, Engineering & Permitting, NJDEP, submitting the bid schedule for Contract No. 16-01: Oxford WWTP Upgrade – Phase 2.
3. A letter dated August 19, 2016, from Mr. Mikulka, C.P.M., Senior Project Manager, CP Engineers to Ms. Martin, Municipal Finance & Construction Element, NJDEP, enclosing Payment Requisition Package #28 (State's - #27), seeking reimbursement from the NJEIF Program for Contract No. 12-01: Oxford Area WWTF Upgrade Project.
4. A letter dated August 22, 2016, from Ms. Auriti, Section Chief, Bureau of Surface Water Permitting, NJDEP to Mr. Wauhopp, Authority Consultant, enclosing a draft NJPDES renewal permit action for the Belvidere WWTF.
5. A memo dated August 25, 2016, from Mr. Mikulka, CP Engineers to Mr. Wauhopp in regards to his review of the draft NJPDES Permit for the Belvidere WWTF.
6. A letter dated August 29, 2016, from Mr. Chebra, P.E., Assistant Director, Municipal Finance & Construction Element, Division of Water Quality, NJDEP, approving Payment Requisition #27 (WC#28) for reimbursement from the NJEIF Program for Contract #12-01: Oxford Area WWTF Upgrade Project.
7. A letter dated August 30, 2016, from Mr. Sauder, Project Manager, CP Engineers to Mr. Wauhopp submitting the canvas of bids and award recommendation for Contract No. 15-03: Warren Haven Pump Station #1 & #2 Replacement.
8. A letter dated August 31, 2016, from Mr. Sauder, CP Engineers to Mr. Wauhopp submitting the canvas of bids and award recommendation for Contract No. 16-01: Oxford WWTP Upgrade – Phase 2.
9. A letter dated September 9, 2016, from Mr. Sauder, CP Engineers to Mr. Patel, Chief, Municipal Finance & Construction Element, Bureau of Environmental, Engineering &

Permitting, NJDEP, regarding authorization to award Contract No. 16-01: Oxford WWTP Upgrade – Phase 2.

10. A letter dated September 15, 2016, from Mr. Mikulka, CP Engineers to Pilar Patterson, Chief, Division of Water Quality, Bureau of Surface Water Permitting, NJDEP regarding the public comment period on the Draft NJPDES Belvidere Renewal Permit.
11. A letter dated September 19, 2016, from Mr. Wasser, Licensed Operator, to Mr. Zeppenfeld, P.E., P.P., Bureau of Construction & Connection Permits, NJDEP, regarding Authorization to Award Contract No. 16-01: Oxford WWTP – Phase 2.

Mr. Niece entered the meeting.

RISK MANAGEMENT

Sharon Cooper, our Risk Manager, was present to inform the Board about the renewal process for the MEL JIF. Every two years the Municipal Excess Liability Fund sends out information for us to update our Personnel Policies & Procedures Manual. Ms. Cooper and Ms. Kaspereen met a few weeks ago to complete the amendments necessary to be in compliance. In addition, there is a MEL Risk Control Update Checklist that our attorney must sign, verifying that all actions listed have been done. The completed and signed checklist must be submitted to the MEL by October 1, 2016, in order to retain the lower deductible and premium.

She also explained that our Personnel Manual is much larger than the manual MEL requires, and modifications will probably be needed at least every two years. She will continue to work with Ms. Kaspereen to make sure that everything is consistent.

Mr. Piazza expressed his appreciation.

Mr. Rosenberg moved to adopt Resolution #16-36, amending the Warren County (PR) Municipal Utilities Authority Personnel Policy Manual to comply with the MEL JIF Employment Practices Loss Control Plan. Mr. Piazza seconded. The motion passed unanimously on a roll call vote.

The Board thanked Ms. Cooper, who then left the meeting.

EXECUTIVE SESSION

At approximately 7:43 p.m., Mr. Scott moved and Ms. O'Connor seconded to adopt Resolution #16-37, to enter into an Executive Session to discuss contract matters. All in favor, motion carried.

At approximately 8:40 p.m., Mr. Rosenberg moved and Mr. Scott seconded to return to Open Session. All in favor, motion carried.

Chairman Chamberlain asked the Board members what action they would like to take in regards to the Miller connection fee in Belvidere.

Mr. Kiszonak moved to allow Mr. and Mrs. Miller, of the Town of Belvidere, to pay their sewer connection fee in four quarterly payments within one year (terms 30 days), with the first payment due immediately. Mr. Rosenberg seconded. Ms. O'Connor asked about including a lien provision. Mr. Kiszonak amended his motion to include a lien provision in the event that a payment is not made on time. Mr. Tipton will notify the Millers. The motion passed as follows:

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

CFO'S REPORT

Mr. Olshefski commented on the monthly financial report. From a financial standpoint, the Authority is doing well.

Mr. Olshefski and Mr. Francisco met with the Finance Committee and Mr. Wauhopp to review the numbers for the FY2017 Budget. Mr. Olshefski distributed handouts of the preliminary FY2017 Budget. The 2017 Budget will be slightly less than 2016, due to our Debt Service payment being slightly lower. User charges will be adjusted to reflect the most current two or three-year averages. In 2016, charges are based on two-year averages. This matter will be reviewed before the December meeting, since the base year does not end until September 30, 2016. The Rate Stabilization account will be utilized over a 6-year phase in period, totally \$1,980,000, of which \$382,000 will be used in 2017. He then summarized appropriations and capital expenditures, and the proposed Rate Fund Utilization schedule. Even though the budget will be lower, that does not mean the user rate will be lower, because flows are less this year than last year.

Based on tonight's discussion, Mr. Olshefski will prepare the State's documents for Board approval at the October meeting.

Mr. Olshefski and Mr. Francisco left the meeting.

ENGINEER'S REPORT

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

Washington Township: The engineer representing a developer for a proposed 25 home development, adjacent to Fairway Greens, contacted Mr. Donati. He informed the engineer that several hurdles must be overcome, and that our Oxford STP has the capacity to treat their flow.

Belvidere WWTP Permit Renewal: CP Engineers submitted comments to the DEP (corr. #10).

Oxford Upgrade Phase 2 (Contract #16-01): The bids were opened on August 26; two bids were received. CP submitted the necessary documents to the Trust for authorization to award the contract. Mr. Donati presented a resolution to award the contract.

Mr. Niece moved to adopt Resolution #16-38, awarding Contract #16-01 for construction of the Oxford WWTF Upgrade Phase 2 to the lowest responsive and responsible bidder, Tom Bartha & Son Excavating Inc., for a bid price of \$278,000, contingent upon Authorization to Award from the NJEIFP. Mr. Rosenberg seconded. The motion passed unanimously on a roll call vote.

Warren Haven P.S. Rehab (Contract #15-03): Bids were opened on August 26. The same four bidders submitted bids as the last time. Rapid Pump & Meter Service was the low bidder. Mr. Donati presented a resolution to award the contract.

Mr. Scott moved to adopt Resolution #16-39, awarding Contract #15-03 for construction of the Warren Haven Pump Station #1 & #2 Replacement to the lowest responsive and responsible bidder, Rapid Pump & Meter Service Company Inc., for a bid price of \$551,890. Ms. O'Connor seconded. The motion passed, roll call was as follows:

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

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

AUTHORITY CONSULTANT

Mr. Wauhop distributed his report prior to the meeting.

Belvidere plant: He recapped maintenance items performed during the month. For example, fabrication of the new sludge holding tank cover is complete. He displayed pictures and hopes to have the cover in place next week. A considerable amount of money was saved by fabricating the cover in house.

Water Street P.S.: The #2 pump was repaired and reinstalled. Again, rags were removed from the #1 pump.

Oxford plant: He recapped maintenance items performed during the month. For example, work was done on the Ford Escort, F-350 truck and John Deere mower. Another aluminum chloride pump was changed out.

Under General Business, work continues at the Belvidere plant on wasting and decanting to reduce sludge hauling. Currently, there is little, to no foam, at the Belvidere plant. Next week, Mr. Wauhop will conduct the Employee Safety & Anti-Harassment seminar required by the JIF.

Mr. Wauhop requested authorization to spend up to \$13,000, to finish the climbing screen enclosure at the Oxford plant. He has spent just under \$5,000 of the \$13,000 so far.

Mr. Scott moved and Ms. Napolitani seconded to allow Mr. Wauhop to spend up to \$13,000 to finish the climbing screen enclosure. All in favor, motion carried.

Mr. Wauhop has been reviewing, and will continue to do so, all the flow numbers with Mr. Olshefski. There has been an increase in flow from Brookfield over the past couple of years. This may be due to rags being caught up in the flume. Mr. Wauhop might need to speak with someone at Brookfield about a possible maintenance agreement.

As discussed last month, Mr. Wauhop spoke with the vendor who calibrates our flow meters. ABB has agreed to send a different technician to calibrate our meters.

With regard to Eurofins QC Labs, Mr. Wauhop does not believe that they send us the lab reports in a timely fashion. A supervisor was supposed to contact Mr. Wauhop to discuss the matter. Since he has not heard anything from the supervisor, Mr. Wauhop will contact the supervisor. Starting in October, Mr. Wauhop plans to have another vendor perform the same laboratory analysis at the same time as Eurofins QC, and compare how fast we get the lab reports back from both companies, as well as the accuracy of the results.

With regard to concern about the cost of electricity, Mr. Wauhop and Ms. Kaspereen met with a representative from EMEX. EMEX conducts reverse online auction services to procure electricity supply services. A few months ago, the County used EMEX's services to purchase electricity for a 12-month term. Mr. Tipton is comfortable with the resolution presented, should the Board wish to take action, but recommended a 12-month term. Mr. Wauhop agreed.

Mr. Rosenberg moved to adopt Resolution #16-40, authorizing the purchase of electricity supply services for public use through EMEX's reverse online auction services, per the Local Unit Technology Pilot Program and Study Act, for a 12-month period. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

FINANCE (TREASURER)

There were questions on some of the bills submitted by Bill Hodge Electric Contractor, Inc. Mr. Wauhop explained the reasons for the various bills in question. After further discussion, the Board instructed Mr. Wauhop to pay the Hodge bills but to take a credit from the retainage being held from Tomar Construction for invoices #160726-MUA, 160728-MUA & 160713-MUA.

Mr. Piazza moved that Resolution #16-41 (Certificate No. 362: \$61,464.36) be approved to pay all bills from the Operating Fund as presented. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

Mr. Piazza moved that Resolution #16-42 (Certificate No. 370: \$25,769.39) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Rosenberg seconded. The motion passed unanimously on roll call vote.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public present.

As there was no more business to come before the Authority, Mr. Scott moved and Ms. O'Connor seconded that the meeting be adjourned. All in favor, motion carried. The meeting was adjourned at 9:20 p.m.

Patricia Kaspereen
Administrative Assistant

RESOLUTION #16-36

**AMENDING THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES
AUTHORITY PERSONNEL POLICY MANUAL**

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority (the "Authority") created a Personnel Policy on November 24, 1992, last revised on December 16, 2015; and

WHEREAS, the Authority determined that the Personnel Policy needed to be reviewed and updated in order to comply with the Municipal Excess Liability Joint Insurance Fund (MEL JIF) Employment Practices Loss Risk Control Plan, which in turn will save the Authority money; and

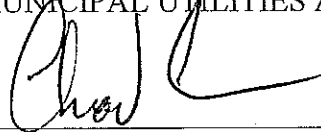
WHEREAS, the Authority's General Counsel, Risk Manager, and Authority Consultant were given the task to perform such review and to provide the Authority with recommendations for revisions; and

WHEREAS, the Authority completed its review of Article 2, Section 3, New Employees and Appendix G and made recommendations stated herein;

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. Article 2, Section 3, New Employees shall be amended to include the addition of 19 language.
2. Appendix G consisting of the: Anti-Discrimination Policy, American with Disabilities Act Policy/New Jersey Pregnant Worker's Fairness Act, Communication Media Policy, Employee Dating Policy, "Whistle Blower Policy" (CEPA Notice), Open Public Meetings Act Procedure concerning Personnel Matters shall be modified or added to the Personnel Policy.
3. Amend Employment Application to be Compliant with the Ban the Box Legislation (March 2015).
4. This resolution shall take effect immediately.

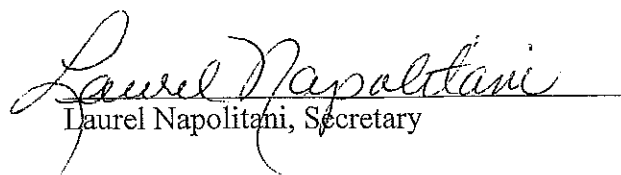
WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY



Chad Chamberlain, Chairperson

CERTIFICATION

I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy and demoralization of a resolution adopted by a majority of all members of the Authority present at a regular meeting of the Authority held on September 21, 2016.



Laurel Napolitani, Secretary

RESOLUTION

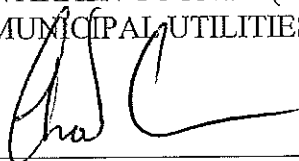
WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

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

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

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
2. The General nature of the subject matter to be discussed is as follows:
Contract Matters
3. It is anticipated at this time that the above subject matter will be made public when appropriate.
4. This Resolution shall take effect immediately.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY



Chad Chamberlain, Chairman


Laurel Napolitani, Secretary

DATED: September 21, 2016

**RESOLUTION RE: AWARDING WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES
AUTHORITY CONTRACT NO. 16-01 FOR CONSTRUCTION OF THE OXFORD
WASTEWATER TREATMENT FACILITY UPGRADE PHASE 2 - SITE
IMPROVEMENTS TO TOM BARTHA AND SON EXCAVATING, INC.**

WHEREAS, certain items of work were removed by change order from the Warren County (Pequest River) Municipal Utilities Authority (Authority) Contract No. 12-01 – Oxford Wastewater Treatment Plant Upgrade; and

WHEREAS, it is necessary that the Authority proceed with the completion of the items of work that were removed from Contract No. 12-01; and

WHEREAS, bid documents for completion of these items, namely Contract No. 16-01: Oxford Wastewater Treatment Facility Upgrade Phase 2 - Site Improvements, have been prepared by the Authority's Consulting Engineer and approved by the Authority's staff; and

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

WHEREAS, sealed bids were received and opened by the Authority on August 26, 2016 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 Tom Bartha and Son Excavating, Inc. (Bartha), as the lowest responsive and responsible bidder, for a bid price of \$278,000; and

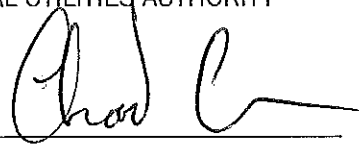
WHEREAS, based on recommendations of its staff and professionals, the Authority has determined that Bartha is the lowest responsive and responsible bidder; and

WHEREAS, the Authority's Treasurer has certified that funds for said contract services are available through low interest loans from the New Jersey Environmental Infrastructure Financing Program; and

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

1. That Contract No. 16-01 be awarded to Tom Bartha and Son Excavating, Inc., as the lowest responsive and responsible bidder, contingent upon concurrence of General Counsel.
2. That formal award of Contract No. 16-01 can only occur after "Authorization to Advertise" has been granted by the New Jersey Environmental Infrastructure Financing Program.
3. That, as conditioned above, the Authority's Consultant is hereby authorized and directed to award, on behalf of the Authority, Contract No. 16-01 to Tom Bartha and Son Excavating, Inc. at a Total Contract Price of \$278,000.

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 September 21, 2016.


Laurel Napolitani, Secretary

RESOLUTION RE: AWARDING WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY CONTRACT NO. 15-03 FOR CONSTRUCTION OF THE WARREN HAVEN PUMP STATION 1 & 2 REPLACEMENT TO RAPID PUMP AND METER SERVICE COMPANY, INC.

WHEREAS, it is necessary that the Warren County (Pequest River) Municipal Utilities Authority (Authority) proceed with the rehabilitation of Warren Haven Pump Station nos. 1 & 2; and

WHEREAS, bid documents entitled Contract No. 15-03: Warren Haven Pump Station 1 & 2 Replacement, have been prepared by the Authority's Consulting Engineer and approved by the Authority's staff; and

WHEREAS, the Authority legally 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 August 26, 2016 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 Rapid Pump and Meter Service Company, Inc. (Rapid Pump), as the lowest responsive and responsible bidder, for a bid price of \$551,890; and

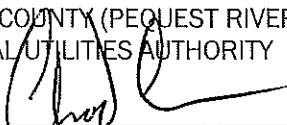
WHEREAS, based on recommendations of its staff and professionals, the Authority has determined that Rapid Pump is the lowest responsive and responsible bidder; and

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:

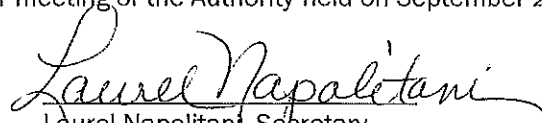
1. That Contract No. 15-03 be awarded to Rapid Pump and Meter Service Company, Inc., as the lowest responsive and responsible bidder, contingent upon concurrence of General Counsel.
2. That, as conditioned above, the Authority's Consultant is hereby authorized and directed to award, on behalf of the Authority, Contract No. 15-03 to Rapid Pump and Meter Service Company, Inc. at a Total Contract Price of \$551,890.

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 September 21, 2016.


Laurel Napolitani, Secretary

RESOLUTION NO. 16-40

A RESOLUTION OF WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

~~September 21, 2016~~

Revised at the October 19, 2016 Regular Meeting

WHEREAS, Warren County (Pequest River) Municipal Utilities Authority has determined to move forward with the EMEX Reverse Auction in order procure electricity for Warren County (Pequest River) Municipal Utilities Authority; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Warren County (Pequest River) Municipal Utilities Authority will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and


WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of ~~\$0.08319 kWh or less for a for a 12-month term, a price of \$0.08449 kWh or less for an 18-month term, or a price of \$0.08350 kWh or less for a 24 month term~~; Warren County (Pequest River) Municipal Utilities Authority may award a contract to the winning supplier for the selected term.

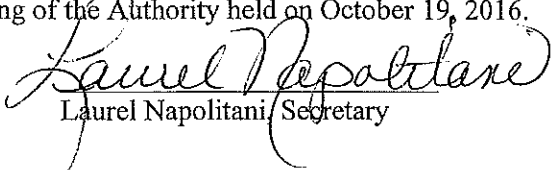
NOW THEREFORE BE IT RESOLVED, that Billy J. Wauhop, Authority Consultant, of the Warren County (Pequest River) Municipal Utilities Authority be and he hereby is authorized to execute on behalf of the Warren County (Pequest River) Municipal Utilities Authority any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of ~~\$0.08319 kWh or less for a 12-month term, a price of \$0.08449 kWh or less for an 18-month term, or a price of \$0.08350 KWh or less for a 24 month term~~; Warren County (Pequest River) Municipal Utilities Authority may award a contract to the winning supplier for the selected term.

Warren County (Pequest River)
Municipal Utilities Authority


Chad Chamberlain, Chairperson

Certification

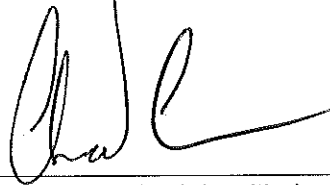
I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy and demoralization of a resolution adopted by a majority of all members of the Authority present at a regular meeting of the Authority held on October 19, 2016.


Laurel Napolitani, Secretary

RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND
DURING THE MONTH OF SEPTEMBER 2016.

I **HEREBY CERTIFY**, that the bills listed on the attached Resolution of September 21, 2016, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2016 budget.



Chad Chamberlain, Chairman



Laurel Napolitani, Secretary

Certificate No. OF 362

Dated: September 21, 2016

Moved by: Mr. Piazza

Seconded by: Mr. Scott

Yes 8

No 0

Abstain 0

Absent 1

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: September 21, 2016

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 #17453-17461	8/24-9/8/16	\$22,198.38
	Due 9/21/16	<u>39,265.98</u>
	Total	\$61,464.36

PENTAMATION
 DATE: 08/24/2016
 TIME: 11:01:05

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 8/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
17453	10101	08/24/16	CENTURYLINK	5076	TELE	29.11
17453	10101	08/24/16	CENTURYLINK	5076	TELE/ALRM S WTR PS	34.39
17453	10101	08/24/16	CENTURYLINK	5076	TELE/ALRM/FAX/INT BEL	321.83
17453	10101	08/24/16	CENTURYLINK	5076	TELE/ALRM BRKFID WTR	19.90
			TOTAL CHECK			405.23
17454	10101	08/24/16	EUROFINS QC, INC	5509	LAB ANALYSIS	45.00
17455	10101	08/24/16	JCP&L	5071	ELECT BEL STP	6,850.75
17456	10101	08/24/16	VERIZON WIRELESS	5076	MOBILE PHONES & OCCS	106.83
17457	10101	08/24/16	WELLS FARGO VENDOR FINANC	5026	QTRLY COPIER LEASE	237.12
			TOTAL FUND			7,644.93
			TOTAL REPORT			7,644.93

PENTAVATION
 DATE: 09/08/2016
 TIME: 11:37:40

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
17458	10101	09/08/16	C & M AUTO PARTS	5024	MISC SUPPLIES	34.43
17458	10101	09/08/16	C & M AUTO PARTS	5024	MISC SUPPLIES	74.28
17458	10101	09/08/16	C & M AUTO PARTS	5024	MISC SUPPLIES	9.53
17458	10101	09/08/16	C & M AUTO PARTS	5024	MISC SUPPLIES	238.75
		TOTAL CHECK				356.99
17459	10101	09/08/16	CENTURYLINK	5076	TELE/ALRM WH PS 2	49.96
17459	10101	09/08/16	CENTURYLINK	5076	TELE/ALRM WH PS 1	35.28
17459	10101	09/08/16	CENTURYLINK	5076	TELE/ALRM AXF AVE	39.24
17459	10101	09/08/16	CENTURYLINK	5076	TELE/ALRM/FAX/INT OXF	249.38
		TOTAL CHECK				373.86
17460	10101	09/08/16	JCP&L	5071	ELECT BRL STP	5,913.32
17460	10101	09/08/16	JCP&L	5071	ELECT S WTR ST PS	429.74
17460	10101	09/08/16	JCP&L	5071	ELECT LIBERTY ST MTR	2.81
17460	10101	09/08/16	JCP&L	5071	ELECT AXF AVE PS	64.50
17460	10101	09/08/16	JCP&L	5071	ELECT MONITOR STATION	2.81
17460	10101	09/08/16	JCP&L	5071	ELECT WH PS 1	246.08
17460	10101	09/08/16	JCP&L	5071	ELECT OXF STP	4,942.69
17460	10101	09/08/16	JCP&L	5071	ELECT WH PS 2	315.45
		TOTAL CHECK				11,917.40
17461	10101	09/08/16	MAIN POOL & CHEMICAL CO.,	5521	CHEMICALS	1,905.20
		TOTAL FUND				14,553.45
		TOTAL REPORT				14,553.45

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER - BY FUND

PENTAMATION
DATE: 09/16/2016
TIME: 13:58:34

SELECTION CRITERIA: transact.batch='PK' and transact.ck_date='09/21/2016'
ACCOUNTING PERIOD: 9/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	KEY BUDGET UNIT	ACCNT	DESCRIPTION	SALES TAX	AMOUNT
10101	17472	09/21/16	ACCURATE WASTE REMO	MUAOPER	5079	SLUDGE HAULING	0.00	5,760.00
10101	17473	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	WIRE ROOFTOP FAN MO	0.00	441.21
10101	17473	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	SERV CHEM TANK ALRM	0.00	220.61
10101	17473	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	SERVICE CHEM TANK A	0.00	220.61
10101	17473	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	REPLACE ROOFTOP FAN	0.00	565.74
TOTAL CHECK							0.00	1,448.17
10101	17474	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	REMOVE & INSTALL LI	0.00	653.82
10101	17475	09/21/16	BILL HODGE ELECTRIC	MUAOPER	5024	ADD XFORMERS SCREEN	0.00	294.14
10101	17476	09/21/16	BILLY WAUHOP & ASSO	MUAADM	5029	MGMT/OPER SUPER OWN	0.00	6,756.90
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	17.39
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	38.84
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	17.39
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	11.14
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	17.39
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	11.14
10101	17477	09/21/16	CINTAS CORPORATION	MUAOPER	5043	UNIFORMS	0.00	17.39
TOTAL CHECK							0.00	130.68
10101	17478	09/21/16	CODIS, MICHAEL	MUAOPER	5042	REIMBURSE OPERATORS	0.00	700.00
10101	17479	09/21/16	COUNTY OF WARREN	MUAADM	5028	SUPPORT SERV FINANC	0.00	1,000.00
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	734.50
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	505.50
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	994.00
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	2,480.25
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	310.00
10101	17480	09/21/16	CP ENGINEERS, LLC	MUAOPER	5545	ENGINEERING SERV AU	0.00	116.25
TOTAL CHECK							0.00	5,140.50
10101	17481	09/21/16	DEUTSCH, SIDNEY	MUAADM	5011	STIPEND SEPTEMBER	0.00	166.65
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	234.50
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	238.50
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	60.50
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	35.00
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	35.00
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	12.50
10101	17482	09/21/16	EUROFINS QC, INC	MUAOPER	5509	LAB ANALYSIS	0.00	234.50
TOTAL CHECK							0.00	850.50
10101	17483	09/21/16	FLORIO PERRUCCI SITE	MUAADM	5027	LEGAL SERVICES AUGU	0.00	1,131.45
10101	17484	09/21/16	FULLER PAPER COMPAN	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	110.91
10101	17484	09/21/16	FULLER PAPER COMPAN	MUAOPER	5024	COMET W/BLEACH	0.00	43.87
TOTAL CHECK							0.00	154.78

PENTAMATION
DATE: 09/16/2016
TIME: 13:58:34
MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.batch='PK' and transact.ck_date='09/21/2016'
ACCOUNTING PERIOD: 9/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	KEY BUDGET UNIT	ACCNT	DESCRIPTION	SALES TAX	AMOUNT
10101	17485	09/21/16	GERO, WAYNE	MUAOPER	5092	REIMB HEALTH BENEFIT	0.00	516.23
10101	17486	09/21/16	JIORLE'S OFFICE SUP	MUAADM	5030	MISC OFFICE SUPPLIE	0.00	78.72
10101	17486	09/21/16	JIORLE'S OFFICE SUP	MUAADM	5030	BATTERY BACKUP OXF	0.00	149.99
	TOTAL CHECK						0.00	228.71
10101	17487	09/21/16	KASPEREN, PATRICIA	MUAADM	5030	REPLENISH PETTY CAS	0.00	200.79
10101	17488	09/21/16	KISZONAK, DREW	MUAADM	5011	STIPEND SEPTEMBER	0.00	166.65
10101	17489	09/21/16	L.E. RITTER LUMBER	MUAOPER	5509	MATERIALS LAB BOARD	0.00	92.39
10101	17490	09/21/16	MAIN POOL & CHEMICA	MUAOPER	5521	CHEMICALS	0.00	1,603.10
10101	17490	09/21/16	MAIN POOL & CHEMICA	MUAOPER	5521	SODIUM HYDROXIDE	0.00	393.75
	TOTAL CHECK						0.00	1,996.85
10101	17491	09/21/16	NAPOLITANI, LAUREL	MUAADM	5011	STIPEND SEPTEMBER	0.00	291.65
10101	17492	09/21/16	NEW JERSEY AMERICAN	MUAOPER	5072	WATER USAGE WTR ST	0.00	14.51
10101	17493	09/21/16	NIECE, DONALD L.	MUAADM	5011	STIPEND SEPTEMBER	0.00	166.65
10101	17494	09/21/16	NJ ADVANCE MEDIA	MUAADM	5021	LEGAL NOTICE #16-01	0.00	846.20
10101	17494	09/21/16	NJ ADVANCE MEDIA	MUAADM	5021	LEGAL NOTICES #15-0	0.00	797.30
	TOTAL CHECK						0.00	1,643.50
10101	17495	09/21/16	NJWEA	MUAOPER	5042	WASTEWATER COURSES	0.00	152.00
10101	17495	09/21/16	NJWEA	MUAOPER	5042	WASTEWATER COURSES	0.00	152.00
	TOTAL CHECK						0.00	304.00
10101	17496	09/21/16	ONE CALL CONCEPTS,	MUAOPER	5024	UTILITY LOCATES	0.00	5.00
10101	17497	09/21/16	OXFORD A-1 TIRE & G	MUAOPER	5025	TIRES, BAL FOR F350	0.00	803.92
10101	17498	09/21/16	PASSAIC VALLEY SEWE	MUAOPER	5079	SLUDGE DISPOSAL	0.00	4,480.00
10101	17499	09/21/16	PIAZZA, ROBERT	MUAADM	5011	STIPEND SEPTEMBER	0.00	291.65
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	1.58
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	13.38
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	16.58
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	9.58
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	13.99
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	3.20
10101	17500	09/21/16	RIGO GENERAL HARDWA	MUAOPER	5024	MISC MAINT SUPPLIES	0.00	9.98
	TOTAL CHECK						0.00	68.29
10101	17501	09/21/16	ROSENBERG, PHILIP H	MUAADM	5011	STIPEND SEPTEMBER	0.00	166.65
10101	17502	09/21/16	RUSSELL REID INC.	MUAOPER	5024	GREASE REMOVAL TANK	0.00	1,700.00
10101	17503	09/21/16	SANICO INC.	MUAOPER	5024	REFUSE CONTAINER/DI	0.00	98.00

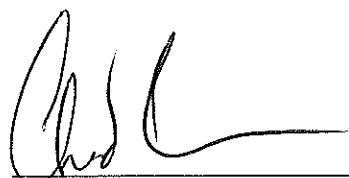
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 DATE: 09/16/2016
 TIME: 13:58:34
 MUNICIPAL UTILITY AUTHORITY
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 ACCOUNTING PERIOD: 9/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND		VENDOR		KEY BUDGET UNIT		DESCRIPTION		SALES TAX		AMOUNT	
CASH ACCT	CHECK NO	ISSUE DT				ACCNT					
10101	17504	09/21/16	1894	STECKEL'S	MUAOPER	5025	TRUCK WHEEL ALIGNE	0.00			95.54
10101	17505	09/21/16	1896	STROUDSBURG ELECTRI	MUAOPER	5024	SEWAGE PUMPS & METE	0.00			1,314.79
10101	17506	09/21/16	2220	WARREN COUNTY SERVI	MUAOPER	5024	PARTS FOR LAWN EQUI	0.00			34.99
10101	17507	09/21/16	2245	WASSER, JOHN E.	MUAOPER	5710	REIMBURSE FOR LICEN	0.00			100.00
10101	17508	09/21/16	2269	WAUHOP, BILLY	MUAADM	5030	REIMBURSE FOR TONER	0.00			72.75
10101	17508	09/21/16	2269	WAUHOP, BILLY	MUAOPER	5710	REIMBURSE FOR BLIND	0.00			129.88
	TOTAL CHECK							0.00			202.63
10101	17509	09/21/16	2280	WILSON PRODUCTS	MUAOPER	5024	ACETYLENE ETC CYL R	0.00			95.00
	TOTAL CASH ACCOUNT							0.00			39,265.98
	TOTAL FUND							0.00			39,265.98
	TOTAL REPORT							0.00			39,265.98

RESOLUTION RE: EXPENDITURES FROM THE CAPITAL IMPROVEMENTS
FUND FOR THE MONTH OF SEPTEMBER 2016.

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



Chad Chamberlain, Chairman



Laurel Napolitani, Secretary

Certificate No. CI 370

Dated: September 21, 2016

Moved by: Mr. Piazza

Seconded by: Mr. Rosenberg

Yes 8

No 0

Abstain 0

Absent 1

**CAPITAL IMPROVEMENT
BILLS LIST
September 20, 2016**

1. Bill Hodge Electrical Contractor, Inc.
Rewire Exhaust Fan Overload
Oxford WWTP Upgrade\$294.14

2. CP Engineers, LLC
Period: August 2016
Engineering Services
Warren Haven Pump Stations Rehab5,397.06

3. CP Engineers, LLC
Period: August 2016
Engineering Services
Phase 2 Doc Prep & NJEIFP App.
Oxford WWTP Upgrade6,600.04*

4. CP Engineers, LLC
Period: August 2016
Engineering Services
O&M Manual Update
Oxford WWTP Upgrade1,342.50*

5. Edward's Trading Post, Inc.
Cut Aluminum Sheets
Storage Tank Cover
Belvidere WWTP80.00

6. Fastenal Company
Bolts for Storage Tank Cover
Belvidere WWTP632.04

7. Florio Perrucci Steinhardt & Fader
Period: August 2016
Legal Services
Oxford WWTP Upgrade459.02*

8. Jim Minorics Construction
Materials for Completion of
Building Enclosure for
Ejector Pump
Oxford WWTF Upgrade4,692.57

9. Shade Tree Electric Wiring for Storage Room Exhaust Fan Oxford WWTF Upgrade517.50
10. Tom Bartha & Son Excavating Tree Removal Oxford WWTF Upgrade4,738.00
11. Yarde Metals Inc. Aluminum for Storage Tank Cover Belvidere WWTP <u>1,016.52</u>
Total\$25,769.39

* Bills to be submitted by CPE at a date TBD, to request reimbursement from the NJEIT Financing Program

PENTAMATION
 DATE: 09/16/2016
 TIME: 13:56:54

PAGE NUMBER: 1
 ACCTPA21

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.batch='PX' and transact.yr='16' and transact.chk_date='09/20/2016'
 ACCOUNTING PERIOD: 9/16

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	KEY BUDGET UNIT	ACCNT	DESCRIPTION	SALES TAX	AMOUNT
10101	17462	09/20/16	BILL HODGE ELECTRIC	MUA01	19006	REWIRE FAN/LOUVEROV	0.00	294.14
10101	17463	09/20/16	CP ENGINEERS, LLC	MUA01	19006	ENG SERV OXF UPGRAD	0.00	6,600.04
10101	17463	09/20/16	CP ENGINEERS, LLC	MUA01	19006	ENG SERV OXF UPGRAD	0.00	1,342.50
	TOTAL CHECK						0.00	7,942.54
10101	17464	09/20/16	CP ENGINEERS, LLC	MUA01	19050	ENG SERV WARREN HVN	0.00	5,397.06
10101	17465	09/20/16	EDWARD'S TRADING PO	MUA01	19001	CUT ALUMINUM 4 TANK	0.00	80.00
10101	17466	09/20/16	FASTENAL COMPANY	MUA01	19001	MISC BOLTS FOR TANK	0.00	632.04
10101	17467	09/20/16	FLORIO PERRUCCI STE	MUA01	19006	LEGAL SERV OXF UPGR	0.00	459.02
10101	17468	09/20/16	JIM MINORICS CONSTR	MUA01	19006	MATERIALS FOR BLDG	0.00	4,692.57
10101	17469	09/20/16	SHADE TREE ELECTRIC	MUA01	19006	REMOVE WIRING, REWI	0.00	517.50
10101	17470	09/20/16	TOM BARTHA & SON EX	MUA01	19006	TREE REMOVAL OXFORD	0.00	4,738.00
10101	17471	09/20/16	YARDE METALS, INC	MUA01	19001	ALUMINUM FOR TANK C	0.00	319.92
10101	17471	09/20/16	YARDE METALS, INC	MUA01	19001	ALUMINUM FOR TANK C	0.00	696.60
	TOTAL CHECK						0.00	1,016.52
	TOTAL CASH ACCOUNT						0.00	25,769.39
	TOTAL FUND						0.00	25,769.39
	TOTAL REPORT						0.00	25,769.39