

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES July 18, 2023

Chairperson Napolitani called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:00 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
Gerald Norton, Secretary
Joseph Roth, Vice Chairperson

Angelo Accetturo, Treasurer - Absent

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

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

MINUTES

Mr. Norton moved, and Chairwoman Napolitani seconded to approve the minutes of the June 20, 2023 regular meeting, as presented. All in favor, except one abstention by Mr. Roth. The motion passed.

CORRESPONDENCE

Mr. Norton recapped the correspondence listed below:

1. Letter dated June 26, 2023 from State of New Jersey, Office of Public Employees' Occupational Safety and Health advising that the hazards and/or violations at the Belvidere Plant identified in an Order to Comply dated December 7, 2022, have been abated.
2. Public Notification from SESI Consulting Engineers advising of their application for a flood hazard area verification under Method 5 to be submitted to the N.J. Department of Environmental Protection, Division of Land Resource Protection for property known as Block 33, Lots 4 & 4.01, located at 11 Foundry Street, Township of Oxford, County of Warren.
3. Letter dated June 21, 2023 from the State of New Jersey, Department of the Treasury, Division of Pension and Benefits to Michael Codis, approving his retirement effective July 1 2023.

4. The Loss Control Report from J.A. Montgomery Consulting dated July 13, 2023.

ENGINEER'S REPORT

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

CFO'S REPORT

Mr. Francisco summarized the monthly financial report.

Mr. Francisco advised that the Authority has a money market account with Lakeland Bank, and he would like to close that account and transfer it over to Valley National Bank. The Board agreed and authorized the transfer.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

EXECUTIVE DIRECTOR

Both plants faired well with all the rain this past month.

The generator is in for the Belvidere Pump Station and was scheduled to be installed on July 10th; however, the electrician was injured on July 8th. Mr. Inscho contacted Rick from Raw Power and he will provide an estimate for the installation.

Mr. Inscho received an estimate from Jim Minorics Construction for the installation of windows in both the Belvidere and Oxford plant, as well as the pitched roofs on the two vaults for \$37,450.00.

Mr. Norton moved to authorize the installation of the windows and roofs by Jim Minorics Construction. Mr. Roth seconded. All in favor, motion passed.

Mr. Inscho advised that we passed the 2023 non-potable water proficiency test for both plants.

There were some issues in Oxford from the storm. Our operators did help out Oxford Township with an issue with the storm water and Mr. Norton has asked the Authority to submit a bill for the same.

Mr. Inscho presented the Board with a Resolution to enter into an agreement with the Morris County Cooperative Pricing Council.

Mr. Roth moved to approve Resolution #23-23 authorizing the Authority to enter into an Agreement with the Morris County Cooperative Pricing Council. Mr. Norton seconded. All in favor, motion carried.

FINANCE

Mr. Roth moved that Resolution #23-24 (Certificate No. 443: \$51,447.21) be approved to pay all bills from the Operating Fund, as presented. Mr. Norton seconded. All in favor, motion passed.

Mr. Norton moved that Resolution #23-25 (Certificate No. 449: \$759.94) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Roth seconded. All in favor, motion passed.

AUTHORITY CHAIRWOMAN

Chairwoman Napolitani had nothing to report.

UNFINISHED BUSINESS

There was no unfinished business.

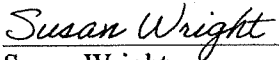
NEW BUSINESS

There was no new business.

PUBLIC COMMENT

Mr. Norton wanted to, as the Mayor of Oxford Township and on behalf of the Township of Oxford, thank Mr. Inscho and our Operators for their assistance with the issues resulting from the storms.

As there was no more business to come before the Authority, Mr. Norton moved for the meeting to be adjourned. The meeting was adjourned 7:17 p.m.



Susan Wright
Administrative Assistant

RESOLUTION #23-23

AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY
COOPERATIVE PRICING COUNCIL TO BECOME A MEMBER FOR THE PERIOD OF
OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2026

WHEREAS, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

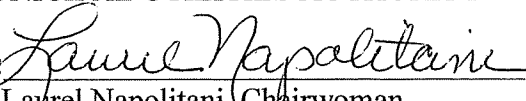
WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, Warren County Pequest River Municipal Utilities Authority (WC(PR)MUA) desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to become a member of the MCCPC for the period of October 1, 2021 to September 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, by the WC(PR)MUA, County of Warren, State of New Jersey as follows:

1. Board of Commissioners of the WC(PR)MUA hereby authorizes the execution of an Agreement with the MCCPC by the Township of Randolph as Lead Agency pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is to become a member of the MCCPC for a five (5) year period from October 1, 2021 through September 30, 2026.
2. The WC(PR)MUA is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate WC(PR)MUA officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.


WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

By: 
Laurel Napolitani, Chairwoman

Dated: July 18, 2023

CERTIFICATION

I, Gerald Norton, Warren County Pequest River Municipal Utilities Authority, hereby certify the foregoing to be a true copy of a Resolution adopted by the WC(PR)MUA at a duly convened meeting held on July 18, 2023.

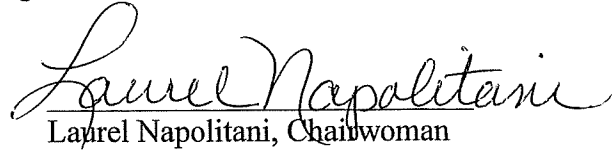


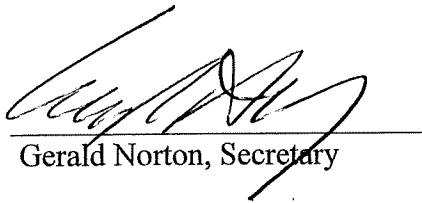
GERALD NORTON, Secretary

RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND DURING
THE MONTHS OF JUNE & JULY, 2023

I HEREBY CERTIFY, that the bills listed on the attached Resolution of July 18, 2023, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2023 budget.


Laurel Napolitani, Chairwoman


Gerald Norton, Secretary

Certificate No. OP 443

Dated: July 18, 2023

Moved by: Mr. Roth

Seconded by: Mr. Norton

Yes 3

No 0

Abstain 0

Absent 1

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: July 18, 2023

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 #21624-21633:	06/28/23	\$1,524.92
Check #21634-21662:	07/17/23	<u>\$49,922.29</u>
	<i>Total:</i>	<i>\$51,447.21</i>

PENTAMATION
 DATE: 06/28/2023
 TIME: 10:16:43

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 6/23

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
21624	10101	06/28/23	BRIGHTSPEED	5076	309373198	36.94
21624	10101	06/28/23	BRIGHTSPEED	5076	309801924	9.95
21624	10101	06/28/23	BRIGHTSPEED	5076	310260175	19.90
	TOTAL CHECK					66.79
21625	10101	06/28/23	COMCAST	5076	8499052660035827	46.42
21625	10101	06/28/23	COMCAST	5076	8499052660035830	156.85
	TOTAL CHECK					203.27
21626	10101	06/28/23	COMCAST	5076	8499052650021506	437.98
21627	10101	06/28/23	CRISTAL ASSOCIATES, LLC	5030	OXFORD LARGE LINERS	80.25
21628	10101	06/28/23	CRS, LLC	5029	3894	44.85
21628	10101	06/28/23	CRS, LLC	5029	3895	60.00
21628	10101	06/28/23	CRS, LLC	5029	3896	51.00
21628	10101	06/28/23	CRS, LLC	5029	3899	21.00
	TOTAL CHECK					176.85
21629	10101	06/28/23	ELIZABETHTOWN GAS	5070	68 S WATER ST PUMP	32.03
21630	10101	06/28/23	JCP&L	5071	FLOW METER	4.09
21631	10101	06/28/23	OFFICE CONCEPTS GROUP, IN	5030	INK CARTRIDGES	86.49
21632	10101	06/28/23	VERIZON WIRELESS	5076	MOBILE PHONES & OCC	149.40
21633	10101	06/28/23	VOIP BILLING SERVICES	5076	BELV PHONE SYSTEM	287.77
	TOTAL FUND					1,524.92
	TOTAL REPORT					1,524.92

PENTAMATION
 DATE: 07/12/2023
 TIME: 13:15:15

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 7/23

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
21634	10101	07/17/23	17 ACCETTURO, NICOL A.	5011	MONTHLY STIPEND	391.67
21635	10101	07/17/23	28 ADT COMMERCIAL LLC	5026	FRNT DOOR SECURITY	20.00
21636	10101	07/17/23	40 AFA PROTECTIVE SYSTEMS, I	5517	FIRE ALARM OXFORD	345.21
21637	10101	07/17/23	99 B&R UNIFORM	5043	SAFETY GREEN T-SHIRTS	480.00
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCWUA230605	2,435.45
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCWUA230607	721.49
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCWUA230608	883.02
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCWUA230620	534.40
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCWUA230622	98.19
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCPRMUA230609	294.34
21638	10101	07/17/23	161 BILL HODGE ELECTRICAL CON	5024	WCPRMUA230620	229.04
			TOTAL CHECK			5,195.93
21639	10101	07/17/23	239 BRIGHTSPEED	5076	309480336	37.40
21639	10101	07/17/23	239 BRIGHTSPEED	5076	309538602	60.16
21639	10101	07/17/23	239 BRIGHTSPEED	5076	310189069	41.44
			TOTAL CHECK			139.00
21640	10101	07/17/23	271 COLLIERS ENGINEERING & DE	5545	GENERAL ENGINEERING	4,302.57
21641	10101	07/17/23	287 COUNTY OF WARREN	5028	MONTHLY FINANCE	1,000.00
21642	10101	07/17/23	520 FERGUSON ENTERPRISES, LLC	5024	9221261	379.73
21642	10101	07/17/23	520 FERGUSON ENTERPRISES, LLC	5024	9233076	162.79
			TOTAL CHECK			542.52
21643	10101	07/17/23	539 FLORIO PERRUCCI STEINHARD	5027	LEGAL SERVICES JUNE	255.00
21644	10101	07/17/23	579 FRANK RYMON & SONS INC.	5024	34081	82.53
21644	10101	07/17/23	579 FRANK RYMON & SONS INC.	5024	34088	11.25
			TOTAL CHECK			93.78
21645	10101	07/17/23	638 GLASCO UV LLC	5024	ULTRAVIOLET LAMP	2,439.46
21646	10101	07/17/23	935 JCP&L	5071	100003352968	213.55
21646	10101	07/17/23	935 JCP&L	5071	100004188262	6,954.57
21646	10101	07/17/23	935 JCP&L	5071	100004582811	4.09
21646	10101	07/17/23	935 JCP&L	5071	100004911044	6,402.50
21646	10101	07/17/23	935 JCP&L	5071	100004952337	268.88
21646	10101	07/17/23	935 JCP&L	5071	100005061898	195.24
21646	10101	07/17/23	935 JCP&L	5071	100005205917	691.78
			TOTAL CHECK			14,730.61
21647	10101	07/17/23	1150 LIN SUPPLY INC.	5024	143987	37.98
21647	10101	07/17/23	1150 LIN SUPPLY INC.	5024	144025	61.02
21647	10101	07/17/23	1150 LIN SUPPLY INC.	5024	144030	13.56
			TOTAL CHECK			112.56
21648	10101	07/17/23	1215 MAIN POOL & CHEMICAL CO.,	5521	JUNE BILLING	4,307.40
21649	10101	07/17/23	1227 MAYBERRY SALES & SERVICE	5024	SIMPLICITY ZEROTURN	515.00

PENTAMATION
 DATE: 07/12/2023
 TIME: 13:15:15

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 2
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 ACCOUNTING PERIOD: 7/23

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

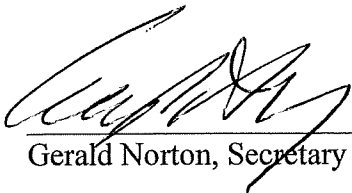
CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
21650	10101	07/17/23	1330 NAPOLITANI, LAUREL	5011	MONTHLY STIPEND	450.00
21651	10101	07/17/23	1340 NEW JERSEY AMERICAN WATER	5072	JUNE WATER	21.27
21652	10101	07/17/23	1387 NORTH EAST PARTS GROUP, L	5025	633769	103.29
21652	10101	07/17/23	1387 NORTH EAST PARTS GROUP, L	5025	634430	93.10
					635664	94.07
			TOTAL CHECK			290.46
21653	10101	07/17/23	1388 NORTON, GERALD	5011	MONTHLY STIPEND	391.67
21654	10101	07/17/23	1440 ONE CALL CONCEPTS, INC.	5024	UTILITY LOCATE JUNE	14.30
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N113558-71	335.50
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N114097-71	363.50
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N114098-71	382.00
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N114294-71	335.50
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N114295-71	382.00
21655	10101	07/17/23	1343 PACE ANALYTICAL SERVICES,	5509	N114464-71	108.00
			TOTAL CHECK			1,906.50
21656	10101	07/17/23	1520 PASSAIC VALLEY SEWERAGE C	5079	SLUDGE DISPOSAL JUNE	4,494.00
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A222417	24.52
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A222435	80.88
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A222645	26.57
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A222893	29.98
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A222954	43.56
21657	10101	07/17/23	1741 RIGO GENERAL HARDWARE	5024	A223213	50.96
			TOTAL CHECK			256.47
21658	10101	07/17/23	1767 ROTH, JOSEPH P.	5011	MONTHLY STIPEND	391.67
21659	10101	07/17/23	1825 SANICO INC.	5024	DUMPSTER FEE JULY	297.80
21660	10101	07/17/23	1880 SPECTRASERV INC	5079	SLUDGE HAUL JUNE	6,216.00
21661	10101	07/17/23	1938 THE COUNTY OF WARREN	5070	MONTHLY FUEL	297.44
21662	10101	07/17/23	2280 WILSON PRODUCTS	5024	JUNE BILLING	24.00
			TOTAL FUND			49,922.29
			TOTAL REPORT			49,922.29

RESOLUTION RE:

EXPENDITURES FROM THE CAPITAL IMPROVEMENTS
FUND FOR THE MONTH OF JUNE, 2023

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


Laurel Napolitani, Chairwoman


Gerald Norton, Secretary

Certificate No. CI 449

Dated: July 18, 2023

Moved by: Mr. Norton

Seconded by: Mr. Roth

Yes 3

No 0

Abstain 0

Absent 1

**CAPITAL IMPROVEMENT
BILLS LIST**

Dated: July 18, 2023

American Industrial Supply – Water St Pump:	\$ 759.94
<i>Total</i>	<i>\$ 759.94</i>

PENTAMATION
DATE: 07/12/2023
TIME: 13:18:32

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 7/23

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
21663	10101	07/18/23	55	AMERICAN INDUSTRIAL SUPPL 19001	WATER ST PUMP STATION	759.94
TOTAL FUND						759.94
TOTAL REPORT						759.94