

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

MINUTES
February 19, 2019

Chairman Chamberlain called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:45 p.m. The meeting was held at the Authority's Administration building located at 199 Foul Rift Road, Belvidere, New Jersey.

Roll Call:

Chad Chamberlain, Chairman
Morris Scott, Jr., Vice Chairman
Laurel Napolitani, Secretary
Robert Piazza, Treasurer
Sidney Deutsch
Drew Kiszonak
Donald Niece
Robert Nyland
Everdina O'Connor

Also, in attendance were:

Brian Tipton, Esq., Authority Legal Counsel; Stephen Donati, P.E., Authority Engineer; Daniel Olshefski, Authority Chief Financial Officer; Billy J. Wauhop, Authority Consultant; Kevin Shoudt, Authority Consultant; and Patricia Kaspereen, Administrative Assistant.

Chairman Chamberlain read the Introductory Statement.

MINUTES

Mr. Scott moved, and Mr. Piazza seconded to approve the minutes of the January 15, 2019 regular meeting, as presented. The motion passed. Roll call was as follows:

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

Mr. Piazza moved, and Mr. Scott seconded to approve the minutes of the January 15, 2019 executive session, as presented. The motion passed. Roll call was as follows:

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

CORRESPONDENCE

Ms. Napolitani recapped the correspondence listed below:

- 1) A memo dated December 2018, from the Municipal Excess Liability JIF enclosing copies of its 2017/2018 Annual Report.
- 2) A memo dated January 9, 2019, from Underwriting Manager, Connor Strong & Buckelew, to Fund Commissioners, regarding a new Ransomware.
- 3) A letter dated January 15, 2019, from the New Jersey Department of Health to the Authority, regarding completion of the 2018 Right to Know Surveys.
- 4) A letter dated January 15, 2019, from Finelli Consulting Engineers, LLC to Chairman Chamberlain, requesting a statement of consent in support of the proposed amendment to the Upper Delaware Water Quality Management (WQM) Plan and Washington Township (Warren County) Wastewater Management Plan (WMP) for Washington Valley Estates.
- 5) A letter dated January 16, 2019, from Billy Wauhop, Authority Consultant, to the NJDEP, regarding the Wastewater Beneficial Reuse Annual Report for 2018.
- 6) A Local Finance Notice dated January 23, 2019, from the NJ DCA, regarding prompt payment requirements.
- 7) A letter dated January 24, 2019, from Steve Marvin, Warren County Administrator, to Everdina O'Connor announcing her reappointment as a commissioner to the Warren County (Pequest River) Municipal Utilities Authority.
- 8) A letter dated January 25, 2019, from Michele Potter, Manager, Office of Quality Assurance, NJDEP to John Wasser, Laboratory Manager, regarding the March 2019 Non-Potable Water PT Study for the Oxford WWTP.
- 9) A letter dated January 25, 2019, from Michele Potter, Manager, Office of Quality Assurance, NJDEP to John Wasser, Laboratory Manager, regarding the March 2019 Non-Potable Water PT Study for the Belvidere WWTP.
- 10) A letter dated January 31, 2019, from Paula Blaze, Research Scientist 1, Office of Quality Assurance, NJDEP to John Wasser, Laboratory Manager, regarding the on-site audit conducted on January 31, 2019 at the Oxford facility.
- 11) A letter dated February 12, 2019, from Kiersten Osterkorn, PE, PLS, PP, Mland & Sterkorn Consulting Engineers, to Patricia Kaspereen, submitting a TWA application, map and other forms related to Washington Valley Estates for endorsement by the Authority.

EXECUTIVE SESSION

At approximately 7:49 p.m., Ms. O'Connor moved, and Mr. Scott seconded to adopt Resolution #19-09, to enter into an executive session to discuss litigation and personnel matters. All in favor, motion carried.

At 7:58 p.m., Mr. Scott moved, and Mr. Kiszonak seconded to return to open session. All in favor, motion carried.

CFO'S REPORT

Mr. Olshefski stated that all first quarter payments for sewer treatment charges have been received. Our first debt service payment for the year has been paid. We met all our IRS reporting requirements.

The one issue coming up is our flows. Flows used for billing are based on a 4-year average. We get monthly flow readings and a base year is from October 1st to September 30th. From October 1, 2018 until January 31, 2019 (only 4 months), flows from Oxford and Belvidere (our two main users) have significantly increased. Oxford is up 66% and Belvidere's has almost doubled, compared to the same four months in 2017. Mr. Olshefski has spoken to Mr. Donati and Mr. Wauhop about this issue. We have had an unusual amount of rain and the ground is very saturated and water is getting into the system.

Mr. Wauhop is working on an amended I&I report to see if the ratio needs to be increased. Two contributing factors are: one, the ground is saturated by the continuous rainfall and two, the water shed from stormwater runoff going into the manholes.

There may also be sump pumps or roof leaders illegally hooked up into the sewer system. Mr. Wauhop stated that the Authority does not have any enforcement tools, it is up to the towns. Ms. Napolitani, who is a member of Belvidere's Town Council, is also the new liaison for their Environmental Commission. She offered to bring this issue up with the Environmental Commission.

Mr. Olshefski presented and explained the annual Cash Management Plan.

Mr. Piazza moved to adopt Resolution #19-10, adopting the annual Cash Management Plan for 2019. Mr. Scott seconded. The motion passed unanimously on a roll call vote.

Mr. Olshefski left the meeting.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report other than what was already discussed in Executive Session.

ENGINEER'S REPORT

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

Washington Valley Estates (WVE): Two items in correspondence are about this development. The Wastewater Management Plan Amendment is a process that expands the sewer service area. In this case, it is adding that one piece of development into the service area so they can legally discharge to our Oxford plant. The TWA is the process by which DEP approves the sewer extension.

The Authority received WVE's TWA application and related fee. Mr. Donati reviewed the application and found it approvable. However, we want to make sure the system gets built tight so that we do not get a lot of I&I. Mr. Donati will send a letter that mentions his concerns.

The fee that was paid covers the review and administration of the TWA and related materials but does not cover inspections. Per the Authority's Service Rules, the Authority can impose an inspection fee of 5% of the construction cost. Mr. Donati was not suggesting this, but he feels the Authority needs to be watching as the system is being installed. He wondered if Mr. Shoudt could occasionally stop by if he is in the area. Mr. Donati asked Mr. Tipton what authority Mr. Shoudt would have if he discovered an issue? He also asked if the Authority wanted to collect inspection fees down the road or have some kind of document in place? There was ongoing discussion on the matter. Mr. Tipton will review our Service Rules. Connection fees were discussed.

Mr. Donati presented a resolution for approval of the TWA.

Mr. Scott made a motion to adopt Resolution #19-11, approving the application for a Treatment Works Approval for construction of a sanitary sewer connection for Washington Valley Estates located in Washington Township (Warren County). Mr. Niece seconded. The motion passed unanimously on a roll call vote.

Lab Audit: There was another regularly scheduled audit of the laboratory at the Oxford plant on January 31st. All prior issues were found to be acceptable but two more minor issues were found. The DEP requested correspondence from the lab manager addressing these issues and CPE is assisting him.

Interceptor System Inspection Program: CP Engineers obtained proposals for the CCTV work. Vendors expressed concern about accessibility. CPE informed the companies that the Authority will work with them on this issue. This work needs to be monitored. At our next meeting, Mr. Donati will have a proposal. After which, the Board can decide if they want to contract directly with the CCTV company or have CP Engineers contract with them as a package deal. This is not an inexpensive endeavor, but it is required by DEP and is in our O&M Manual.

AUTHORITY CONSULTANT

Mr. Wauhopp distributed his report prior to the meeting.

Belvidere plant: He recapped maintenance items performed during the month. Every day, the operators must thaw out the non-potable lines and unclog the spray nozzles. Due to freezing, they had to repair the split lines on the clarifier. They unclogged the #2 pump at the Water Street Pump Station due to rags and unclogged the circulation pumps at the County line grease trap.

Also, at Belvidere, spray nozzles in the aeration chambers are used to keep the foam down, but that system will need to be worked on whenever each bank is taken down this year to clean up the top of the tanks and then sandblast and repaint them one at a time. The top portion that is exposed to the atmosphere is corroding. This was mentioned by the DEP at our last inspection. So, this work must be done this year.

Oxford plant: Mr. Wauhopp recapped maintenance items performed during the month. Hodge Electric installed new wiring in the old sludge storage tank vault. The operators cleaned the Warren Haven #1 and Axford Avenue Pump Stations. They installed the split collars on the disc filter shafts. Wheels were installed on the new entrance gates. REP installed a new mixer in the chlorine contact tank. The operators cleaned the return pumps and disc filters.

Under general business, Mr. Wauhopp presented a resolution for consent of the proposed amendment to the Washington Township (Warren County) WMP for Washington Valley Estates and Upper Delaware WQM plan amendment.

Mr. Scott moved to adopt Resolution #19-12, consenting to the amendment to the Washington Township (Warren County) Wastewater Management Plan (WMP) for Washington Valley Estates, and the Upper Delaware Water Quality Management (WQM) Plan amendment. Ms. Napolitani seconded. The motion passed unanimously on a roll call vote.

Kevin Shoudt will continue to be here when Mr. Wauhopp is absent. Mr. Wauhopp said that he is doing a good job.

Mr. Wauhopp reminded everyone about reducing EDUs for billing purposes next year for the Augustinian Center from 3 to 1 ½ EDUs.

Mr. Wauhopp is working on obtaining pricing for three replacement projects. They do not have to occur this year. The projects are a new truck for the Belvidere plant, the UV option at the Oxford plant, and the filter building. Fumes from the chlorine are eroding the filter building and causing problems elsewhere.

Paving of the Service Road to the Oxford plant must be completed.

The transducer in the Division Box at the Belvidere plant will be replaced.

He asked for authorization to renew our one-year contract with Sanico for pickup and disposal of rags, etc. from the Oxford WWTF climbing screen. They provide a dumpster and pickup once a week. The cost will increase from \$121.00 a month to \$129.

Aluminum sheets were dropped off at Ed's Trading Post to be sheared for the new climbing screen.

Personnel Policy: Typos will be corrected, and a meeting will be set up to discuss the other issues.

Ms. O'Connor asked if LMR contacted the Authority about dumpster service? She said we might want to contact them for competitive pricing, and she will give us LMR's phone number. Mr. Wauhopp will contact them the next day.

FINANCE (Treasurer)

In BJs' absence, Mr. Piazza has been stopping by the office periodically to review the bills and sign the vouchers.

Mr. Piazza moved that Resolution #19-13 (Certificate No. 391: \$59,628.27) be approved to pay all bills from the Operating Fund, as presented. Mr. Kiszonak seconded. The motion passed unanimously on a roll call vote.

Mr. Piazza moved that Resolution #19-14 (Certificate No. 398: \$1,775.63) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Kiszonak seconded. The motion passed unanimously on roll call vote.

UNFINISHED BUSINESS

Four applications were received for the 5th operator position. Mr. Wauhopp gave an update. One of the applicants will be coming in on Monday to meet with Russ Berger and tour the plant.

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. Scott moved, and Ms. O'Connor seconded that the meeting be adjourned. All in favor, motion carried. The meeting was adjourned at 8:34 p.m.

Patricia Kaspereen
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

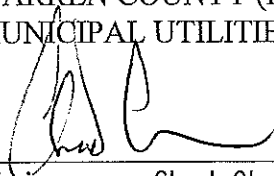
WHEREAS, this public body is of the opinion that such circumstances presently exist.

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:

Litigation
Personnel
3. It is anticipated at this time that the above subject matter will be made public when appropriate.
4. This Resolution shall take effect immediately.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY



Chairperson, Chad Chamberlain



Secretary, Laurel Napolitani

DATED: February 19, 2019

RESOLUTION 19-10

RESOLUTION ADOPTING AN AMENDED CASH MANAGEMENT PLAN

WHEREAS, N.J.A.C. 5:31-3.1 requires the Warren County (Pequest River) Municipal Utilities Authority (hereafter the "Authority") to adopt a Cash Management Plan which designates authorized depositories and sets forth the Authority's investment policy; and

NOW, THEREFORE, BE IT RESOLVED, on this 19th day of February 2019, by the Warren County (Pequest River) Municipal Utilities Authority that the attached amended Cash Management Plan shall be the Cash Management Plan of the Warren County (Pequest River) Municipal Utilities Authority.

CERTIFICATION

I, *Laurel Napolitano*, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy of a resolution adopted by a majority of all members of the Authority at a regular meeting of the Authority held on February 19, 2019.

Secretary *Laurel Napolitano*

Moved by:	<u>Mr. Piazza</u>
Seconded by:	<u>Mr. Scott</u>
Yes	<u>9</u>
No	<u>0</u>
Abstain	<u>0</u>
Absent	<u>0</u>

CASH MANAGEMENT PLAN

The following Plan constitutes the Cash Management and Investment policy of the Warren County (Pequest River) Municipal Utilities Authority (herein referred to as the Authority).

I. Cash Management and Investment Objectives

The objectives are:

1. Preservation of capital.
2. Adequate safekeeping of assets.
3. Maintenance of liquidity to meet operating needs.
4. Diversification of the Authority's portfolio to minimize risks associated with individual investments.
5. Maximization of total return, consistent with risk levels specified herein.
6. Investment of assets in accordance with State and Federal Laws and Regulations.
7. Accurate and timely reporting of interest earnings.
8. Stability in the value of the Authority's economic surplus.

II. Permissible Investments

A. Investments shall be limited by the express authority of the Local Fiscal Affair Law, N.J.S.A. 40A:5-15.1 and except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C. 52: 18A-90.4); or

8. Agreements for the repurchase of fully collateralized securities if:
 - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C. 17:9-41); and
 - e. a master repurchase agreement providing for the custody and security of collateral is executed.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

III. Authorized Depositories

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan: IRCO Credit Union, First Bank, First Hope Bank, Investors Bank, Lakeland Bank, Public Financial Management (PFM), PNC Bank, Provident Bank, Fulton Bank of NJ, Santander Bank, TD Bank, Unity Bank, and Valley National Bank.

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official.

IV. Authority for Investment Management

The "Designated Official" is directed to make authorized investments which shall be consistent with this plan and all appropriate regulatory constraints.

The following institutions are hereby designated as the firms with whom the "Designated Official" of the Authority referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments of otherwise providing for Deposits: IRCO Credit Union, First Bank, First Hope Bank, Investors Bank, Lakeland Bank, Public Financial Management (PFM), PNC Bank, Provident Bank, Fulton Bank of NJ, Santander Bank, TD Bank, Unity Bank, and Valley National Bank.

The institution shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the "Designated Official."

V. Audit

This Plan, and all matters pertaining to the implementation of it, shall be subject to the Authority's annual audit. The Authority reserves the right to audit more frequently.

VI. Safekeeping Custody Payment and Acknowledgment of Receipt of Plan

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Authority, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Authority to assure that there is no unauthorized use of the funds or the Permitted Investments or deposits. The purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Authority or by a third party custodian prior to or upon the release of the Authority's payment.

To assure that all parties with whom the Authority deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

VII. Reporting for Asset Manager (if applicable)

The asset manager will submit written statements describing the proposed investment strategy for achieving the objectives identified herein. The asset manager shall also submit revisions to strategy when justified as a result of changing market conditions or other factors. Such statements shall be provided to the "Designated Official". The asset manager shall provide the "Designated Official" with a copy of the institution's annual National Association of Security Dealers' audit.

VIII. Reporting Requirements to Authority Commissioners

At each scheduled meeting during which this Plan is in effect, the "Designated Official" hereof shall supply to the Commissioners of the Authority a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

1. The name of any institution holding funds of the Authority as a Deposit or a Permitted Investment.
2. The amount of securities or deposits purchased or sold during the immediately preceding month.
3. The class or type of securities purchased or Deposits made.

4. The book value of such Deposits or Permitted Investments.
5. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
6. The fees incurred to undertake such Deposits or Permitted Investments.
7. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
8. All other information which may be deemed reasonable from time to time by the Commissioners of the Authority.

IX. Cash Flow Projections

Asset management decisions shall be guided by cash flow factors reviewed by the Commissioners and the "Designated Official."

X. Cash Management

All monies shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15.

The "Designated Official" shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly credited into the investment portfolio.

The method of calculating banking fees and compensation balances shall be disclosed to the Commissioners at least annually.

Cash may be withdrawn from investment pools under the discretion of the asset manager only to funds operations.

XI. Authorized Signatories and Verification

A. All checks require two (2) signatures. Those being any two of the following positions:

1. Treasurer
2. Chairperson
3. Chief Financial Officer

B. The "Designated Official" is authorized to effect electronic fund transfer to investment accounts. Verification is required by any one (1) of the following positions:

1. Chairperson
2. Chief Financial Officer

The Commissioners shall, by resolution, memorialize such authorities annually.

XII. Deviations/Amendments

Any recommendation regarding a deviation or amendment to the Cash Management Plan (to the extent permitted by law then in effect), must be approved by two-thirds (2/3) vote of the Commissioners.

XIII. Term of Plan

This Plan shall be in effect from February 19, 2019 and shall remain in effect until amended by resolution of the Board or superseded by a subsequent plan adopted annually at the Board reorganization meeting. Attached to this Plan is a resolution of the Commissioners of the Authority approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Commissioners, the "Designated Official" is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

XIV. Definitions

- A. Designated Official shall mean the Chief Financial Officer.
- B. Finance Committee shall be appointed by the Chairman annually and shall mean an Advisory Committee comprised of at least two (2) Commissioners in addition to the Treasurer.
- C. Government Money Market Mutual Fund. An investment company or investment trust:
 - 1. which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
 - 2. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. ser. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
 - 3. which has:
 - a. attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - b. retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the Investment

Advisors Act of 1940, 15 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

D. Local Government Investment Pool. An investment pool:

1. which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
2. which is rated in the highest category by a nationally recognized statistical rating organization;
3. which is limited to U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. sec. 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
4. which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B -1 et seq.) By the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
5. which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
6. which purchases and redeems investments directly from the issuer, government money market fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

NEW JERSEY STATUTES ANNOTATED
TITLE 40A. MUNICIPALITIES AND COUNTIES
CHAPTER 5. LOCAL FISCAL AFFAIRS LAW

40A:5-15.1. Securities which may be purchased by local units

- a. When authorized by a cash management plan approved pursuant to N.J.S.40A:5-14, any local unit may use moneys which may be in hand for the purchase of the following types of securities which, if suitable for registry, may be registered in the name of the local unit:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds;
 - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 - (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located;
 - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units;
 - (6) Local government investment pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, c. 281 (C.52:18A-90.4); or
 - (8) Agreements for the repurchase of fully collateralized securities, if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a.;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L.1970, c. 236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.
- b. Any investment instruments in which the security is not physically held by the local unit shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the local unit and prevent unauthorized use of such investments.

- c. Purchase of investment securities shall be executed by the “delivery versus payment” method to ensure that securities are either received by the local unit or a third party custodian prior to or upon the release of the local unit’s funds.
- d. Any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national or State bank located within this State or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L.1967, c. 93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.
- e. For the purposes of this section:
 - (1) a “government money market mutual fund” means an investment company or investment trust:
 - (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. § 80a-1 et seq., and operated in accordance with 17 C.F.R. s. 270.2a-7;
 - (b) the portfolio of which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. s. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection a. of this section; and
 - (c) which is rated by a nationally recognized statistical rating organization.
 - (2) a “local government investment pool” means an investment pool:
 - (a) which is managed in accordance with 17 C.F.R. s. 270.2a-7;
 - (b) which is rated in the highest category by a nationally recognized statistical rating organization;
 - (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. s. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection a. of this section;

- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L.1968, c.410 (C.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
 - (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
 - (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L.1967, c. 93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.
- f. Investments in, or deposits or purchases of financial instruments made pursuant to this section shall not be subject to the requirements of the “Local Public Contracts Law,” P.L.1971, c. 198 (C.40A:11-1 et seq.).

RESOLUTION # 19-11

APPROVAL OF APPLICATION FOR THE CONSTRUCTION OF A SANITARY SEWER CONNECTION FOR WASHINGTON VALLEY ESTATES, BLOCK 28, LOTS 5.01-5.08 WASHINGTON TOWNSHIP, NEW JERSEY

WHEREAS, an application has been submitted to the Warren County (Pequest River) Municipal Utilities Authority for approval of an application for a sewer connection to serve Washington Valley Estates, Block 28, Lots 5.01-5.08, along with the necessary plans and specifications; and

WHEREAS, this application is for the installation of approximately 2,900 L.F. of gravity sewer and associated laterals serving 23 single family homes and four one bedroom affordable housing units (total of 27 units), with an estimated average daily flow of 7,500 gpd; and

WHEREAS, the sewage collected from this project will be conveyed via gravity sewer, through the existing Fairway Valley Homeowners Association conveyance system, to the Oxford Township collection system for subsequent treatment at the Authority's Oxford Wastewater Treatment Plant; and

WHEREAS, the construction plans and specifications for this sewer connection have been reviewed by the Authority Staff and Consulting Engineer and have been deemed approvable; and

WHEREAS, the additional flow from this sewer connection will not cause the Oxford Wastewater Treatment Plant to exceed its permitted design capacity.

NOW, THEREFORE, BE IT RESOLVED by the Warren County (Pequest River) Municipal Utilities Authority that:

- (1.) The application for construction of the above referenced sewer connection is approved.
- (2.) The Authority Chairman is hereby authorized to sign the endorsement forms for submission to the NJDEP by the applicant.

CERTIFICATION

I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Authority at a meeting held on February 19, 2019.

BY: 
Laurel Napolitani, Secretary

Dated: February 19, 2019

RESOLUTION #19-12

RESOLUTION CONSENTING TO THE PROPOSED AMENDMENT TO THE WASHINGTON TOWNSHIP, WARREN COUNTY WASTEWATER MANAGEMENT PLAN (WMP) FOR WASHINGTON VALLEY ESTATES, BLOCK 28, LOTS 5.01 THROUGH 5.08 AND UPPER DELAWARE WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority desires to provide for the orderly use of wastewater facilities and conveyance facilities for lands within the PRMUA sewer service area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

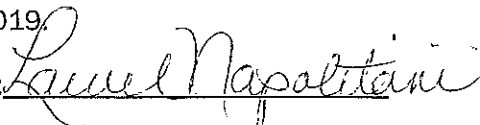
WHEREAS, the proposed WQM plan amendment publicly noticed in the New Jersey Register on December 3, 2018, for a Proposed Amendment to the Upper Delaware Water Quality Management (WQM) Plan and Washington Township, Warren County Wastewater Management Plan (WMP) for Washington Valley Estates, Block 23, Lot(s) 5.01-5.08, Washington Township, Warren County, Program Interest No. 435437 AMD180001 by Finelli Consulting Engineers, Municipal Engineers for Washington Township, Warren County.

NOW, THEREFORE, BE IT RESOLVED, that the Warren County (Pequest River) Municipal Utilities Authority hereby consents to the amendment prepared on the behalf of Washington Township for the purpose of its incorporation into the applicable WQM plan(s).

BE IT FURTHER RESOLVED that this consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

CERTIFICATION

I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Authority at a meeting held on February 19, 2019.


BY: 
Laurel Napolitani, Secretary

Dated: February 19, 2019

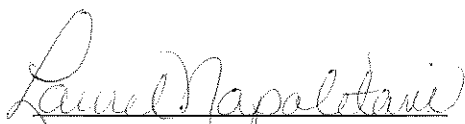
RESOLUTION RE:

**EXPENDITURES FROM THE OPERATING FUND
DURING THE MONTH OF FEBRUARY 2019.**

I HEREBY CERTIFY, that the bills listed on the attached Resolution of February 19, 2019, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2019 budget.



Chairperson, Chad Chamberlain



Secretary, Laurel Napolitani

Certificate No. OP 391

Dated: February 19, 2019

Moved by: Mr. Piazza

Seconded by: Mr. Kiszonak

Yes 9

No 0

Abstain 0

Absent 0

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: February 19, 2019

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 #18962 - #18972

1/25/19	\$8,745.47
Due 2/19/19	<u>50,882.80</u>
Total	\$59,628.27

PENTAMATION
 DATE: 09/16/2019
 TIME: 13:34:49

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1
 ACCTPA21
 ACCOUNTING PERIOD: 9/19

SELECTION CRITERIA: chkstat.disp_fund='MUA01' and chkstat.rundate='01/25/2019'

DISTRIBUTION FUND: MUA01

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL DESCRIPTION
18962	01/25/2019	AMERIGAS	R	279.34 ACCOUNTS PAYABLE CHECK
18963	01/25/2019	CENTURYLINK	R	65.34 ACCOUNTS PAYABLE CHECK
18964	01/25/2019	COMCAST	R	201.53 ACCOUNTS PAYABLE CHECK
18965	01/25/2019	COMCAST	R	199.18 ACCOUNTS PAYABLE CHECK
18966	01/25/2019	CRISTAL ASSOCIATES, LLC	R	134.80 ACCOUNTS PAYABLE CHECK
18967	01/25/2019	FISHER SCIENTIFIC CO, LLC	R	2097.73 ACCOUNTS PAYABLE CHECK
18968	01/25/2019	JCP&L	R	3.15 ACCOUNTS PAYABLE CHECK
18969	01/25/2019	NEW JERSEY ANALYTICAL LAB	R	797.00 ACCOUNTS PAYABLE CHECK
18970	01/25/2019	SPECTRASERV INC	R	4788.00 ACCOUNTS PAYABLE CHECK
18971	01/25/2019	STAPLES CREDIT PLAN	R	64.29 ACCOUNTS PAYABLE CHECK
18972	01/25/2019	VERIZON WIRELESS	R	115.11 ACCOUNTS PAYABLE CHECK
TOTAL FUND				8745.47

TOTAL REPORT 8745.47

PENTAMATION
 DATE: 09/16/2019
 TIME: 13:37:57

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1
 ACCTPA21
 ACCOUNTING PERIOD: 9/19

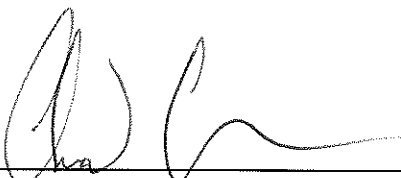
SELECTION CRITERIA: chkstat.disp_fund='MUA01' and chkstat.rundate='02/19/2019'

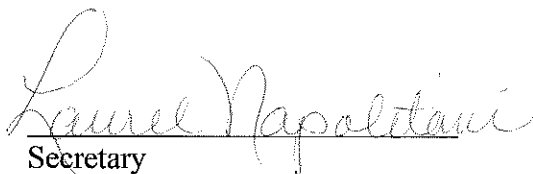
DISTRIBUTION FUND: MUA01

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL DESCRIPTION
18975	02/19/2019	ABB INC.	R	1333.25 ACCOUNTS PAYABLE CHECK
18976	02/19/2019	AMERICAS	R	354.27 ACCOUNTS PAYABLE CHECK
18977	02/19/2019	BASSET SERVICES LLC	R	1205.00 ACCOUNTS PAYABLE CHECK
18978	02/19/2019	BILL HODGE ELECTRICAL CON	R	2454.17 ACCOUNTS PAYABLE CHECK
18979	02/19/2019	BILLY WAUHOP & ASSOCIATES	R	7083.33 ACCOUNTS PAYABLE CHECK
18980	02/19/2019	C & M AUTO PARTS	R	26.21 ACCOUNTS PAYABLE CHECK
18981	02/19/2019	CENTURYLINK	R	129.33 ACCOUNTS PAYABLE CHECK
18982	02/19/2019	CINTAS CORPORATION #101	R	340.84 ACCOUNTS PAYABLE CHECK
18983	02/19/2019	COMCAST	R	250.26 ACCOUNTS PAYABLE CHECK
18984	02/19/2019	COUNTY OF WARREN	R	1000.00 ACCOUNTS PAYABLE CHECK
18985	02/19/2019	CP ENGINEERS, LLC	R	5297.75 ACCOUNTS PAYABLE CHECK
18986	02/19/2019	CRISTAL ASSOCIATES, LLC	R	183.60 ACCOUNTS PAYABLE CHECK
18987	02/19/2019	DEUTSCH, SIDNEY	R	166.67 ACCOUNTS PAYABLE CHECK
18988	02/19/2019	FLORIO PERRUCCI STEINHARD	R	480.00 ACCOUNTS PAYABLE CHECK
18989	02/19/2019	GERO, WAYNE	R	315.21 ACCOUNTS PAYABLE CHECK
18990	02/19/2019	GOOD IMPRESSIONS INC	R	149.30 ACCOUNTS PAYABLE CHECK
18991	02/19/2019	JACQUELINE KLAPP	R	280.00 ACCOUNTS PAYABLE CHECK
18992	02/19/2019	JCP&L	R	19066.86 ACCOUNTS PAYABLE CHECK
18993	02/19/2019	JTORLE'S OFFICE SUPPLIES	R	43.86 ACCOUNTS PAYABLE CHECK
18994	02/19/2019	KISZONAK, DREW	R	166.67 ACCOUNTS PAYABLE CHECK
18995	02/19/2019	L.E. RITTER LUMBER CO.	R	54.96 ACCOUNTS PAYABLE CHECK
18996	02/19/2019	LIN SUPPLY INC.	R	218.92 ACCOUNTS PAYABLE CHECK
18997	02/19/2019	MAIN POOL & CHEMICAL CO.,	R	2665.60 ACCOUNTS PAYABLE CHECK
18998	02/19/2019	NAPOSITANI, LAUREL	R	291.67 ACCOUNTS PAYABLE CHECK
18999	02/19/2019	NEW JERSEY AMERICAN WATER	R	16.85 ACCOUNTS PAYABLE CHECK
19000	02/19/2019	NEW JERSEY ANALYTICAL LAB	R	1543.00 ACCOUNTS PAYABLE CHECK
19001	02/19/2019	NIECE, DONALD L.	R	166.67 ACCOUNTS PAYABLE CHECK
19002	02/19/2019	NJ ADVANCE MEDIA	R	94.05 ACCOUNTS PAYABLE CHECK
19003	02/19/2019	NYLAND, ROBERT F.	R	166.67 ACCOUNTS PAYABLE CHECK
19004	02/19/2019	ONE CALL CONCEPTS, INC.	R	67.63 ACCOUNTS PAYABLE CHECK
19005	02/19/2019	PASSAIC VALLEY SEWERAGE C	R	4480.00 ACCOUNTS PAYABLE CHECK
19006	02/19/2019	PIAZZA, ROBERT	R	291.67 ACCOUNTS PAYABLE CHECK
19007	02/19/2019	RIGO GENERAL HARDWARE	R	268.28 ACCOUNTS PAYABLE CHECK
19008	02/19/2019	SANICO INC.	R	121.00 ACCOUNTS PAYABLE CHECK
19009	02/19/2019	WILSON PRODUCTS	R	109.25 ACCOUNTS PAYABLE CHECK
TOTAL FUND				50882.80
TOTAL REPORT				50882.80

RESOLUTION RE: EXPENDITURES FROM THE CAPITAL IMPROVEMENTS
FUND FOR THE MONTH OF FEBRUARY 2019.

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


Chairperson


Secretary

Certificate No. CI 398

Dated: February 19, 2019

Moved by: Mr. Piazza

Seconded by: Mr. Kiszonak

Yes 9

No 0

Abstain 0

Absent 0

PENTAMATION
DATE: 02/14/2019
TIME: 10:33:24

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

PAGE NUMBER: 1
VENCHKI1
ACCOUNTING PERIOD: 2/19

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
18973	10101	02/18/19	539	FLORIO PERRUCCI STEINHARD 19006	LEGAL SERVICES OXF UPGRAD	1,264.00
18974	10101	02/18/19	1243	MCMASTER-CARR SUPPLY COMP 19006	SEALS FOR DISK FILTERS OX	511.63
TOTAL FUND						1,775.63
TOTAL REPORT						1,775.63