

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES

July 15, 2025

Chairwoman Napolitani called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 5:57 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
Joseph Roth, Vice Chairperson
Gerald Norton, Secretary
Angelo Accetturo, Treasurer

Anne Marie Skoog - 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. Accetturo moved, and Mr. Roth seconded to approve the minutes of the June 17, 2025 regular meeting, as presented. All in favor, motion passed.

CORRESPONDENCE

Mr. Norton recapped the correspondence listed below:

1. Letter dated July 7, 2025 from Brian Sage, Section Chief of the State of New Jersey, Bureau of Ground Water, Residuals & Permit Administration to Chairwoman Napolitani advising that the Belvidere WWTF has a licensed operator classification requirement of S2.

SERVICE AREA UPDATES

Belvidere: Mr. Roth had nothing new to report.

Oxford: Mr. Norton had nothing new to report.

White Twp.: Ms. Skoog was not present at the meeting.

ENGINEER'S REPORT

Mr. Donati was not in attendance; however, his report was included in the agenda packets and reviewed. Chairwoman Napolitani inquired about the I-Bank loan/grant. Mr. Inscho advised that when he receives confirmation regarding the grant, he will notify the Board.

CFO'S REPORT

Mr. Francisco summarized the monthly financial report. He also went over the 2024-2025 flow review report he provided at the meeting.

FINANCE

Mr. Accetturo moved that Resolution #25-27 be approved to pay all bills from the Operating Funds (Certificate No. OP 467: \$67,376.95). Mr. Roth seconded. All in favor, motion passed.

Mr. Accetturo moved that Resolution #25-28 be approved to pay all bills from the Capital Improvement Funds (Certificate No. CI 471: \$45,185.60). Mr. Norton seconded. All in favor, motion passed.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

EXECUTIVE DIRECTOR

Mr. Inscho advised the Board that there was an issue with the effluent pumps at the Oxford Pump Station. Called Ed from Kustom Control Solutions to replace the starter.

Mr. Inscho advised that they are having issues with the remaining scum tippers at the Belvidere Plant. He requested a motion to purchase and install the remaining (10) actuators for approximately \$70,000.00. Chairwoman Napolitani made the motion to approve the purchase of the 10 actuators for the Belvidere Plant. Mr. Roth seconded. All in favor, motion passed.

Mr. Donati visited both plants with Mr. Inscho and the Operators to start looking into next year's capital projects. One specific project would be a screener at the Belvidere Pump Station. Mr. Donati will provide the numbers, hopefully by next month's meeting.

AUTHORITY CHAIRWOMAN

Chairwoman Napolitani advised that Mr. Roth had inquired about the flow numbers for this year. Ms. Wright provided the Board with a printout she prepared of the 2025 flow numbers for review.

Chairwoman Napolitani inquired whether there have been any new developments regarding the Brookfield/Mira Vie flow concerns. Mr. Inscho advised that he has some numbers that he will go over with Mr. Tipton, but that at this point he does not want to involve the Authority or our Engineers any further as it is not our responsibility. It is an issue for White Township and their Engineers to come up with a solution.

UNFINISHED BUSINESS

There was no unfinished business.

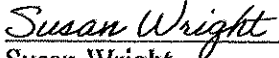
NEW BUSINESS

There was no new business.

PUBLIC COMMENT

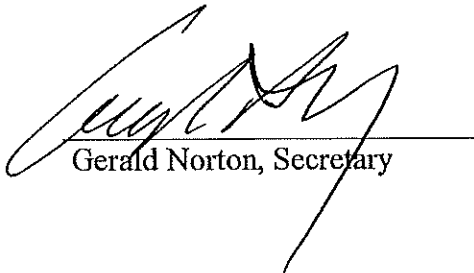
There was no public comment.

As there was no more business to come before the Authority, Mr. Norton moved for the meeting to be adjourned. The meeting was adjourned at 6:22 p.m.

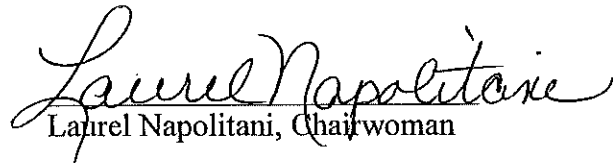

Susan Wright
Administrative Assistant

RESOLUTION: EXPENDITURES FROM THE OPERATING FUND DURING
THE MONTHS OF JUNE & JULY 2025

I HEREBY CERTIFY that the bills listed on the attached Resolution of July 15, 2025, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2025 budget.



Gerald Norton, Secretary



Laurel Napolitani, Chairwoman

Certificate No. OP 467

Dated: July 15, 2025

Moved by: Mr. Accettauro

Seconded by: Mr. Roth

Yes: 4

No: 0

Abstain: 0

Absent: 1

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: July 15, 2025

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 #22692-22700:	06/26/25	\$ 1,373.57
Check #22701-22731:	07/14/25	<u>\$66,003.38</u>
	<i>Total:</i>	<i>\$67,376.95</i>

PENTAMATION
DATE: 06/26/2025
TIME: 09:45:05

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 6/25

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
22692	10101	06/26/25	ARAE NETWORK SOLUTIONS LL	5029	365 APPS FOR BUSINESS	44.85
22692	10101	06/26/25	ARAE NETWORK SOLUTIONS LL	5029	SECURE CLOUD BACKUPS	51.00
22692	10101	06/26/25	ARAE NETWORK SOLUTIONS LL	5029	SERVICES SUITE	80.00
22692	10101	06/26/25	ARAE NETWORK SOLUTIONS LL	5029	WI-FI CLOUD SUBSCRIPT	21.00
	TOTAL CHECK					196.85
22693	10101	06/26/25	BRIGHTSPEED	5076	309801924	9.95
22693	10101	06/26/25	BRIGHTSPEED	5076	310260175	19.90
	TOTAL CHECK					29.85
22694	10101	06/26/25	COMCAST	5076	8499052650021506	303.51
22695	10101	06/26/25	COMCAST	5076	8499052660035827	55.36
22695	10101	06/26/25	COMCAST	5076	8499052660035830	156.85
	TOTAL CHECK					212.21
22696	10101	06/26/25	ELIZABETHTOWN GAS	5070	S.WATER ST PUMP STAT	47.53
22697	10101	06/26/25	JCP&L	5071	FLOW METER	4.65
22698	10101	06/26/25	OFFICE CONCEPTS GROUP, IN	5030	OFFICE SUPPLIES	99.97
22699	10101	06/26/25	VERIZON WIRELESS	5076	MOBILE PHONES & OCC	177.12
22700	10101	06/26/25	VOIP BILLING SERVICES	5076	BELV PHONE SYSTEM	301.88
	TOTAL FUND					1,373.57
	TOTAL REPORT					1,373.57

PENTAMATION
DATE: 07/10/2025
TIME: 11:13:49

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

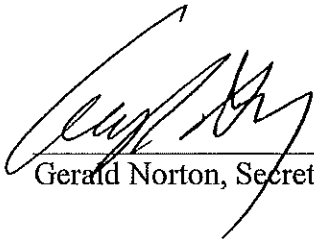
MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

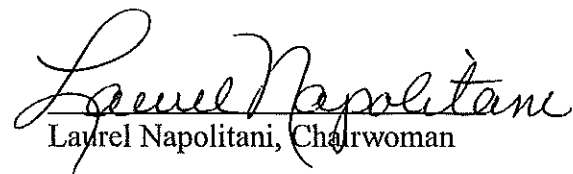
PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 7/25

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
22701	10101	07/14/25	17 ACCELTURO, NTCOL A.	5011	MONTHLY STIPEND	391.67
22702	10101	07/14/25	29 ADVANCE AUTO PARTS PROFES	5025	7425515638520	74.00
22702	10101	07/14/25	29 ADVANCE AUTO PARTS PROFES	5025	7425516238949	72.37
22702	10101	07/14/25	29 ADVANCE AUTO PARTS PROFES	5025	7425516238959	50.00
22702	10101	07/14/25	29 ADVANCE AUTO PARTS PROFES	5025	7425516722853	40.00
		TOTAL CHECK				236.37
22703	10101	07/14/25	78 ARAE NETWORK SOLUTIONS LL	5029	REMOTE SERVICES	450.00
22704	10101	07/14/25	161 BILL HODGE ELECTRICAL CON	5024	PUMP STATION	2,327.79
22705	10101	07/14/25	239 BRIGHTSPEED	5076	309538602	60.44
22705	10101	07/14/25	239 BRIGHTSPEED	5076	310189069	41.67
		TOTAL CHECK				102.11
22706	10101	07/14/25	206 C M AUTO PARTS	5025	720194	29.34
22706	10101	07/14/25	206 C M AUTO PARTS	5025	721106	50.09
		TOTAL CHECK				79.43
22707	10101	07/14/25	287 COUNTY OF WARREN	5028	MONTHLY FINANCE	1,000.00
22708	10101	07/14/25	287 COUNTY OF WARREN	5092	MEDICAL INSURANCE	3,752.28
22708	10101	07/14/25	287 COUNTY OF WARREN	5092	MEDICAL INSURANCE	8,254.63
		TOTAL CHECK				12,006.91
22709	10101	07/14/25	293 CP ENGINEERS NJ, LLC	5545	PERMITS & APPROVALS	1,643.00
22710	10101	07/14/25	294 CRISTAL ASSOCIATES, LLC	5030	PAPER PRODUCTS OXF	459.10
22711	10101	07/14/25	430 E&I CORPORATION	5024	REPAIR GRIT CHAMBER	3,989.00
22712	10101	07/14/25	539 FLORIO PERRUCCI STEINHARD	5027	LEGAL SERVICES JUNE	400.00
22713	10101	07/14/25	935 JCP&L	5071	10000332968	221.09
22713	10101	07/14/25	935 JCP&L	5071	100004188262	5,967.98
22713	10101	07/14/25	935 JCP&L	5071	100004582811	4.65
22713	10101	07/14/25	935 JCP&L	5071	100004911044	5,709.87
22713	10101	07/14/25	935 JCP&L	5071	100005061898	64.67
22713	10101	07/14/25	935 JCP&L	5071	100005205917	672.43
		TOTAL CHECK				12,640.69
22714	10101	07/14/25	1150 LIN SUPPLY INC.	5024	157777	366.92
22715	10101	07/14/25	1215 MAIN POOL & CHEMICAL CO.,	5521	JUNE BILLING	4,880.75
22716	10101	07/14/25	1227 MAYBERRY SALES & SERVICE	5024	406422	7.75
22717	10101	07/14/25	1330 NAPOLITANI, LAUREL	5011	MONTHLY STIPEND	450.00
22718	10101	07/14/25	1340 NEW JERSEY AMERICAN WATER	5072	JUNE WATER	23.86
22719	10101	07/14/25	1388 NORTON,GERALD	5011	MONTHLY STIPEND	391.67
22720	10101	07/14/25	1396 O&M SOLUTIONS, LLC	5024	OXFORD INSPECT PUMP	435.00

RESOLUTION: EXPENDITURES FROM THE CAPITAL IMPROVEMENTS FUND
FOR THE MONTH OF JUNE 2025

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



Gerald Norton, Secretary

Laurel Napolitani, Chairwoman

Certificate No. CI 471

Dated: July 15, 2025

Moved by: Mr. Accettura

Seconded by: Mr. Norton

Yes 4

No 0

Abstain 0

Absent 1

**CAPITAL IMPROVEMENT
BILLS LIST**

Dated: July 15, 2025

CP Engineers – Belvidere Improvements:	\$ 12,733.25
Kustom Control Solutions – Oxford Influent/Effluent:	\$ 29,125.35
Roberge Electric Co. – Scum Pipe:	<u>\$ 3,327.00</u>

<i>Total</i>	<i>\$ 45,185.60</i>
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PENTAMATION
DATE: 07/10/2025
TIME: 11:17:41

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 7/25

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
22732	10101	07/15/25	293 CP ENGINEERS NJ, LLC	19002	BELV IMPROVE/I-BANK APP	12,733.25
22733	10101	07/15/25	1075 KUSTOM CONTROL SOLUTIONS	19002	OXFORD INFLUENT/EFFLUENT	29,125.35
22734	10101	07/15/25	1757 ROBERGE ELECTRIC CO., INC	19001	SCUM PIPE	3,327.00
TOTAL FUND						45,185.60
TOTAL REPORT						45,185.60