

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES May 17, 2022

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

Roll Call:

Laurel Napolitani, Chairwoman	Angelo Accetturo, Treasurer - Absent
Everdina O'Connor, Vice Chairperson	Donald Niece - Absent
Chad Chamberlain, Secretary	
Joseph Kennedy	
Gerald Norton	
Joseph Roth	

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

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

MINUTES

Mr. Kennedy moved, and Ms. O'Connor seconded to approve the minutes of the April 19, 2022 regular meeting, as presented. All in favor, motion carried.

Mr. Norton moved, and Ms. O'Connor seconded to approve the minutes of the April 19, 2022 executive session, as presented. All in favor, motion carried.

CORRESPONDENCE

Mr. Chamberlain recapped the correspondence listed below:

1. Application for a Letter of Interpretation dated April 21, 2022 from EcolSciences, Inc. on behalf of Oxford Textile Solar Farm, LLC, in connection with Block 33, Lots 4.02 and 4.03 in the Township of Oxford, County of Warren, State of New Jersey.
2. Resolution 201-22 from the Warren County Board of County Commissioners increasing the payment of stipends to the Warren County (PR) Municipal Utilities Authority retroactive to January 1, 2022.

3. Letter Memorandum dated May 5, 2022 from Ronald Madison, PE, of Colliers Engineering in connection with a Change Order for the Belvidere Clarifier Rehab project revising the production schedule.
4. Memorandum dated May 12, 2022, from Alex Lazorisak, Warren County Administrator, to various department/division heads, and constitutional officers, advising of meeting cancellations.

ENGINEER'S REPORT

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

CFO'S REPORT

Mr. Francisco advised that the stipend increases were approved and the Authority Commissioners' checks this month include the new monthly base plus retro for four (4) months.

Mr. Francisco summarized the monthly financial report.

All of the second quarter payments for sewer treatment charges have been received on time.

There was a brief discussion regarding the maintenance budget and that there may need to be an increase in this line-item next year.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

EXECUTIVE DIRECTOR

Mr. Inscho discussed the two (2) Change Orders that will need to be approved by the Board in connection with the Clarifier project. Change Order No. 1 for a time extension. Change Order No. 2 for the replacement of six (6) wall mounted pipe brackets in Tank #1 in the amount of \$3,588.00.

South Water Street Pump Station: Mr. Inscho spoke with Mark Kelly from Elizabethtown Gas, who advised that we have been approved for natural gas at the pump station.

Mr. Inscho advised that he signed the Operators and himself up for a free Seminar on Tuesday, May 24, 2022, in which the Operators will receive four (4) THC credits each for their license.

Mr. Kennedy moved to approve Change Order No. 2 for the replacement of the six (6) wall mounted pipe brackets for Tank #1. Mr. Roth seconded. All in favor, motion carried.

Ms. O'Connor moved to approve Change Order No. 1 for the time extension. Mr. Roth seconded. All in favor, motion carried.

AUTHORITY CHAIRWOMAN

Chairwoman Napolitani discussed a Resolution that was included in the agenda packets, consenting to the proposed Upper Delaware WQM plan amendment, which is relative to the Jandl project. She explained that they will be establishing their own treatment facility and they are looking for an amendment. She also advised that, pursuant to the letter she received, if we do not approve it, the NJDEP has the option to adopt their proposed amendment without our Resolution.

Mr. Norton moved that Resolution #22-19 be approved. Ms. O'Connor seconded. All in favor, motion carried.

Chairwoman Napolitani asked Mr. Francisco when he will begin to work on our budget for 2023. He advised July and August is when he usually meets with our Finance Committee and then he presents it in September. Chairwoman Napolitani advised that she would like the 5-Year Capital Committee to meet soon (June or early July), to include the infrastructure, such as the windows not only at the Administration Building but also both Belvidere and Oxford plants; the phone system at the Administration Building, which are outdated; as well as plant equipment.

FINANCE

Mr. Kennedy moved that Resolution #22-20 (Certificate No. 429: \$81,914.53) be approved to pay all bills from the Operating Fund, as presented. Mr. Roth seconded. All in favor, motion passed.

Ms. O'Connor moved that Resolution #22-21 (Certificate No. 435: \$186,901.91) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Kennedy seconded. All in favor, motion passed.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Mr. Roth inquired whether the Operators have taken any vacation, or if they have plans to take time off in the summer. Mr. Inscho advised that they have put vacation times in and plan to take their time.

PUBLIC COMMENT

There was no public comment.

As there was no more business to come before the Authority, Mr. Kennedy moved for the meeting to be adjourned. The meeting was adjourned at 7:18 p.m.

Susan Wright
Susan Wright
Administrative Assistant

RESOLUTION #22-19

A RESOLUTION CONSENTING TO THE PROPOSED UPPER DELAWARE WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority, desires to provide for the orderly development of wastewater facilities within Belvidere, White, Oxford and Washington Townships; 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

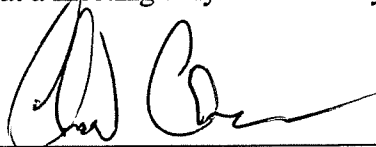
WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment publicly noticed in the New Jersey Register ON May 2, 2022, for White – 519 Commerce Center has been prepared by Ferriero Engineering, Inc.;

NOW, THEREFORE, BE IT RESOLVED on this 17th day of May, 2022, by the governing body of the Warren County Municipal Utilities Authority that:

1. The Warren County (Pequest River) Municipal Utilities Authority hereby consents to the 519 Commerce Center amendment, and publicly noticed on May 2, 2022, prepared by Ferriero Engineering, Inc., for the purpose of its incorporation into the applicable WQM plan(s).
2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

I, Chad Chamberlain, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do hereby certify that the foregoing is a true copy of a Resolution passed by Warren County (Pequest River) Municipal Utilities Authority at a meeting duly held on May 17, 2022.

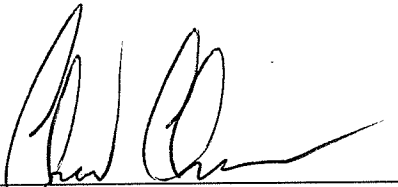


Chad Chamberlain, Secretary

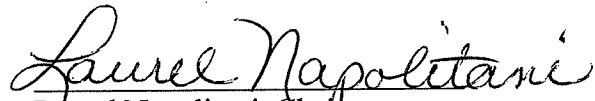
RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND DURING
THE MONTHS OF APRIL & MAY, 2022

I HEREBY CERTIFY, that the bills listed on the attached Resolution of May 17,
2022, regarding payment of bills from the Operating Fund were for the operating expenses and
were in accordance with the Authority's 2022 budget.



Chad Chamberlain, Secretary


Laurel Napolitani, Chairwoman

Certificate No. OP 429

Dated: May 17, 2022

Moved by: Mr. Kennedy

Seconded by: Mr. Roth

Yes 6

No 0

Abstain 0

Absent 2

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: May, 2022

BE IT RESOLVED, that the following bills are approved by the Authority for payment from the Operating Fund in accordance with the Authority's Bond Resolution:

Vendor Invoices:	Date:	
Check #20902-20910:	04/27/22	\$7,319.45
Check #20911-20947:	05/16/22	<u>\$74,595.08</u>
	<i>Total:</i>	<i>\$81,914.53</i>

PENTAMATION
 DATE: 04/26/2022
 TIME: 13:42:54

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 4/22

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20902	10101	04/27/22	ADT COMMERCIAL LLC	5026	FRNT DOOR SECURE MAY	20.00
20903	10101	04/27/22	CENTURYLINK	5076	0309373198	37.31
20903	10101	04/27/22	CENTURYLINK	5076	0309801924	9.95
20903	10101	04/27/22	CENTURYLINK	5076	0310260175	19.90
			TOTAL CHECK			67.16
20904	10101	04/27/22	COMCAST	5076	8499052660035827	40.52
20904	10101	04/27/22	COMCAST	5076	8499052660035835	261.30
			TOTAL CHECK			301.82
20905	10101	04/27/22	COMCAST	5076	8499052650021506	335.62
20906	10101	04/27/22	CRISTAL ASSOCIATES, LLC	5024	BELV PAPER PRODUCTS	200.90
20906	10101	04/27/22	CRISTAL ASSOCIATES, LLC	5024	OXF PAPER PRODUCTS	158.70
			TOTAL CHECK			359.60
20907	10101	04/27/22	JCP&L	5071	100004188262	5,899.78
20908	10101	04/27/22	JCP&L	5071	FLOW METER	4.09
20909	10101	04/27/22	OFFICE CONCEPTS GROUP, IN	5030	INK CARTRIDGES ETC.	162.77
20910	10101	04/27/22	VERIZON WIRELESS	5076	MOBILE PHONES & OCC	168.61
			TOTAL FUND			7,319.45
			TOTAL REPORT			7,319.45

PENTAMATION
 DATE: 05/11/2022
 TIME: 13:24:32

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 1
 VENCHKLI
 ACCOUNTING PERIOD: 5/22

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20911	10101	05/16/22	ACCETTURO, NICOL A.	5011	MONTHLY STIPEND	391.67
20911	10101	05/16/22	ACCETTURO, NICOL A.	5011	RETRO PAYMENT	400.03
		TOTAL CHECK				791.70
20912	10101	05/16/22	ADT COMMERCIAL LLC	5026	FNT DOOR SECURE JUNE	20.00
20913	10101	05/16/22	AFA PROTECTIVE SYSTEMS, I	5517	ANNUAL INSPECT SERV	84.00
20914	10101	05/16/22	C M AUTO PARTS	5025	675719	50.73
20915	10101	05/16/22	CENTURYLINK	5076	0309480336	38.28
20915	10101	05/16/22	CENTURYLINK	5076	0309538602	62.07
20915	10101	05/16/22	CENTURYLINK	5076	0310189069	41.97
		TOTAL CHECK				142.32
20916	10101	05/16/22	CINTAS CORPORATION	5043	4115721238	42.97
20916	10101	05/16/22	CINTAS CORPORATION	5043	4115721383	57.01
20916	10101	05/16/22	CINTAS CORPORATION	5043	4116394093	42.97
20916	10101	05/16/22	CINTAS CORPORATION	5043	4116394398	57.01
20916	10101	05/16/22	CINTAS CORPORATION	5043	4117083335	42.97
20916	10101	05/16/22	CINTAS CORPORATION	5043	4117083756	57.01
20916	10101	05/16/22	CINTAS CORPORATION	5043	411756354	42.97
20916	10101	05/16/22	CINTAS CORPORATION	5043	4117756654	57.01
		TOTAL CHECK				399.92
20917	10101	05/16/22	COLLIERS ENGINEERING & DE	5545	GENERAL ENG SERVICES	2,335.09
20918	10101	05/16/22	COUNTY OF WARREN	5028	FINANCE SUPPORT	1,000.00
20919	10101	05/16/22	CRISTAL ASSOCIATES, LLC	5024	BELV PAPER PRODUCTS	149.90
20920	10101	05/16/22	FIRE FIGHTERS EQUIPMENT C	5024	20220803 - BELVIDERE	249.00
20920	10101	05/16/22	FIRE FIGHTERS EQUIPMENT C	5024	20220804 - OXFORD	192.00
		TOTAL CHECK				441.00
20921	10101	05/16/22	FLORIO PERRUCCI STEINHARD	5027	GEN ADMIN LEGAL SERV	389.00
20922	10101	05/16/22	GARRY W. SASSAMAN, G.C.	5024	WINDOW REPLACEMENT	1,200.00
20923	10101	05/16/22	GERO, WAYNE	5092	REIM HEALTH	366.34
20924	10101	05/16/22	JCP&L	5071	10000332968	206.72
20924	10101	05/16/22	JCP&L	5071	100004188262	6,111.87
20924	10101	05/16/22	JCP&L	5071	100004582811	4.09
20924	10101	05/16/22	JCP&L	5071	100004911044	6,794.78
20924	10101	05/16/22	JCP&L	5071	100004952337	309.46
20924	10101	05/16/22	JCP&L	5071	100005061898	61.30
		TOTAL CHECK				13,488.22
20925	10101	05/16/22	KENNEDY, JOSEPH, SR.	5011	MONTHLY STIPEND	233.33
20925	10101	05/16/22	KENNEDY, JOSEPH, SR.	5011	RETRO PAYMENT	266.69
		TOTAL CHECK				500.02
20926	10101	05/16/22	KUSTOM CONTROL SOLUTIONS	5024	REPROGRAM PUMPS	225.00
20927	10101	05/16/22	LIN SUPPLY INC.	5024	135736	14.57

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20927	10101	05/16/22	LN SUPPLY INC.	5024	135739	22.49
20927	10101	05/16/22	LN SUPPLY INC.	5024	135874	8.89
20927	10101	05/16/22	LN SUPPLY INC.	5024	135959	14.34
20927	10101	05/16/22	LN SUPPLY INC.	5024	136034	4.99
20927	10101	05/16/22	LN SUPPLY INC.	5024	136072	30.28
	TOTAL CHECK					95.56
20928	10101	05/16/22	MAIN POOL & CHEMICAL CO.,	5521	APRIL BILLING	1,841.40
20929	10101	05/16/22	NAPOLITANI, LAUREL	5011	MONTHLY STIPEND	450.00
20929	10101	05/16/22	NAPOLITANI, LAUREL	5011	RETRO PAYMENT	466.72
	TOTAL CHECK					916.72
20930	10101	05/16/22	NEW JERSEY AMERICAN WATER	5072	APRIL WATER	20.94
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104364	329.50
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104365	92.00
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104366	364.50
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104546	378.00
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104547	326.00
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104750	65.50
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104751	76.00
20931	10101	05/16/22	NEW JERSEY ANALYTICAL LAB	5509	N104752	65.50
	TOTAL CHECK					1,697.00
20932	10101	05/16/22	NJUA JOINT INSURANCE FUND	5194	GENERAL INSURANCE	20,140.50
20932	10101	05/16/22	NJUA JOINT INSURANCE FUND	5091	WORKERS COMP	5,362.50
	TOTAL CHECK					25,503.00
20933	10101	05/16/22	NIECE, DONALD L.	5011	MONTHLY STIPEND	233.33
20933	10101	05/16/22	NIECE, DONALD L.	5011	RETRO PAYMENT	266.69
	TOTAL CHECK					500.02
20934	10101	05/16/22	NORTH EAST PARTS GROUP, L	5025	601982	36.59
20934	10101	05/16/22	NORTH EAST PARTS GROUP, L	5025	603928	13.18
	TOTAL CHECK					49.77
20935	10101	05/16/22	NORTON, GERALD	5011	MONTHLY STIPEND	233.33
20935	10101	05/16/22	NORTON, GERALD	5011	RETRO PAYMENT	266.69
	TOTAL CHECK					500.02
20936	10101	05/16/22	O&M SOLUTIONS, LLC	5024	OXFORD PUMP STATION	6,480.50
20937	10101	05/16/22	O'CONNOR, EVERDINA A.	5011	MONTHLY STIPEND	391.67
20937	10101	05/16/22	O'CONNOR, EVERDINA A.	5011	RETRO PAYMENT	400.03
	TOTAL CHECK					791.70
20938	10101	05/16/22	ONE CALL CONCEPTS, INC.	5024	UTILITY LOCATE APRIL	10.01
20939	10101	05/16/22	PASSAIC VALLEY SEWERAGE C	5079	SLUDGE DISPOSAL APRIL	5,376.00
20940	10101	05/16/22	RD BOOTS	5043	SAFETY BOOTS - M.C.	169.00
20940	10101	05/16/22	RD BOOTS	5043	SAFETY BOOTS - N.C.	169.00
	TOTAL CHECK					338.00
20941	10101	05/16/22	RIGO GENERAL HARDWARE	5024	202153	2.19

PENTAMATION
 DATE: 05/11/2022
 TIME: 13:24:32

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

PAGE NUMBER: 3
 VENCHK11
 ACCOUNTING PERIOD: 5/22

FUND - MUA01 - MUN UTILITY AUTH GEN FUND


CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20941	10101	05/16/22	RIGO GENERAL HARDWARE	5024	202960	33.49
20941	10101	05/16/22	RIGO GENERAL HARDWARE	5024	203276	149.99
20941	10101	05/16/22	RIGO GENERAL HARDWARE	5024	204060	3.79
			TOTAL CHECK			189.46
20942	10101	05/16/22	ROTH, JOSEPH P.	5011	MONTHLY STIPEND	233.33
20942	10101	05/16/22	ROTH, JOSEPH P.	5011	RETRO PAYMENT	266.69
			TOTAL CHECK			500.02
20943	10101	05/16/22	SANICO INC.	5024	MONTHLY DUMPSTER FEE	287.80
20944	10101	05/16/22	SHERWIN-WILLIAMS CO.	5024	PAINT	199.96
20945	10101	05/16/22	SPECTRASERV INC	5079	SLUDGE HAUL APRIL	7,459.20
20946	10101	05/16/22	THE COUNTY OF WARREN	5070	MONTHLY GASOLINE	230.76
20947	10101	05/16/22	WILSON PRODUCTS	5024	APRIL BILLING	24.00
			TOTAL FUND			74,595.08
			TOTAL REPORT			74,595.08

RESOLUTION RE:

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

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


Laurel Napolitani, Chairwoman


Chad Chamberlain, Secretary

Certificate No. CI 435

Dated: May 17, 2022

Moved by: Ms. O'Connor

Seconded by: Mr. Kennedy

Yes 6

No 0

Abstain 0

Absent 2

**CAPITAL IMPROVEMENT
BILLS LIST**

Dated: May 17, 2022

BR Welding, Inc. – Mechanical Screen:	\$ 7,970.00
Colliers Engineering – Mechanical Screen:	\$ 5,922.10
Colliers Engineering – Clarifier Rehab:	\$ 5,353.51
Spectraserv, Inc. – Clarifier Rehab:	\$ 10,856.30
Alpine Painting & Sandblasting – Clarifier Rehab:	<u>\$156,800.00</u>

Total *\$186,901.91*

PENTAMATION
 DATE: 05/11/2022
 TIME: 13:29:51

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 5/22

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20948	10101	05/17/22	ALPINE PAINTING & SANDBLA	19001	BELVIDERE CLARIFIER REHAB	136,800.00
20949	10101	05/17/22	BR WELDING, INC.	19002	BELV. MECH BAR SCREEN	7,970.00
20950	10101	05/17/22	COLLIERS ENGINEERING & DE	19002	BELV MECH BAR SCREEN	5,922.10
20950	10101	05/17/22	COLLIERS ENGINEERING & DE	19001	BELV CLARIFIER REHAB	5,353.51
			TOTAL CHECK			11,275.61
20951	10101	05/17/22	SPECTRASERV INC	19001	AERATION TANK CLEANING	10,856.30
TOTAL FUND						186,901.91
TOTAL REPORT						186,901.91

VOIDED

PENTAMATION
DATE: 05/11/2022
TIME: 14:18:26

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 5/22

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
20952	10101	05/17/22	1805 ALPINE PAINTING & SANDBLA	19001	BELVIDERE CLARIFIER REHAB	80,000.00
20953	10101	05/17/22	1805 ALPINE PAINTING & SANDBLA	19001	BELVIDERE CLARIFIER REHAB	76,800.00
TOTAL FUND						156,800.00
TOTAL REPORT						156,800.00