

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

MINUTES December 17, 2019

Chairman Chamberlain called the regular meeting of the Warren County (Pequest River) Municipal Utilities Authority to order at 7:38 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.	Absent
Laurel Napolitani, Secretary	Drew Kiszonak	Absent
Robert Piazza, Treasurer	Donald Niece	Absent
Sidney Deutsch		
Robert Nyland		
Everdina O'Connor		

Also, in attendance were:

Brian Tipton, Esq., Authority Legal Counsel; Kim Francisco, Authority Chief Financial Officer; Stephen Donati, Authority Engineer; Kevin Shoudt, Authority Consultant; and Patricia Kaspereen, Administrative Assistant.

Chairman Chamberlain read the Introductory Statement.

MINUTES

Ms. Napolitani moved, and Ms. O'Connor seconded to approve the minutes of the November 19, 2019 regular meeting, as presented. The motion passed. Roll call was as follows:

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

CORRESPONDENCE

Ms. Napolitani recapped the correspondence listed below:

- 1) A letter dated November 1, 2019, from Conner Strong & Buckelew to the Authority enclosing our renewal documents (Auto ID cards & Workers Compensation Notices) for 2020.

- 2) A letter dated November 14, 2019, from Michele Potter, Manager, Office of Quality Assurance, NJDEP to our laboratory manager reporting that our Belvidere STP laboratory performed acceptably on all parameters regarding the 2019 Make-up Non-Potable Water Proficiency Test Study.
- 3) A letter dated November 14, 2019, from Michele Potter, Manager, Office of Quality Assurance, NJDEP to our laboratory manager reporting that our Oxford STP laboratory performed acceptably on all parameters regarding the 2019 Make-up Non-Potable Water Proficiency Test Study.
- 4) A Notice of Public Hearing to be conducted on December 10, 2019, from the Attorney for Jaindl Land Company, who is seeking White Township Planning Board preliminary site plan approval to permit construction of a high cube warehouse and associated offices of approximately 800,000 sf, etc., for property known as 39 Foul Rift Road.

EXECUTIVE SESSION

After consulting with Mr. Shoudt, Mr. Tipton and Ms. Kaspereen, Chairman Chamberlain recommended tabling the executive session to next month, if there were no objections. No objections were made.

CFO'S REPORT

Monthly Financial Report: As of November 30th, our cash balance is \$5.6 million dollars. Mr. Francisco believes we will end the year with about \$5.5 million dollars. We are 92% through the year and have collected 100% of anticipated revenue. We anticipated collecting \$2.298 million dollars in revenue and collected \$2.3 million. Regarding expenditures, we are well under budget.

Mr. Francisco presented the resolution and certification for adoption of the FY2020 Annual Operating Budget and Capital Budget/Program. The total budget is \$2,829,744.00; we will use \$2,269,744.00 from revenues and \$560,000 from our fund balance.

Mr. Piazza moved to adopt Resolution #19-46, for adoption and certification of the FY2020 Annual Operating Budget and Capital Budget/Program. Mr. Nyland seconded, and the motion passed unanimously on a roll call vote.

Mr. Francisco presented a resolution for amendment of the Authority's Rules and Regulations.

Mr. Piazza moved to adopt Resolution #19-47, for the amendment of the Authority's Rules and Regulations to incorporate the changes in user fees set at \$10.30 per billing unit for residential users and \$20.60 for industrial users (Appendix C), as discussed at the Annual Rate Hearing. Mr. Nyland seconded, and the motion passed unanimously on a roll call vote.

Mr. Francisco presented a resolution for the Connection Fee for 2020.

Mr. Piazza moved, and Ms. O'Connor seconded to adopt Resolution #19-48, which sets the

Connection Fee for FY2020 at \$6,642 per EDU, the same as in 2019. A single-family home is considered 1 EDU. The motion passed unanimously on a roll call vote.

The next item on the agenda is establishing an escrow agreement with Jaindl. The Authority's Special Counsel drafted an escrow agreement, but Jaindl's attorney did not return it. Jaindl had an issue with some language in the agreement.

Next, Mr. Francisco presented a resolution for the appointment of Auditor for FY2020. Nisivoccia LLP submitted a proposal.

Ms. Napolitani moved to adopt Resolution #19-49, authorizing the appointment of Nisivoccia LLP to provide the professional services of auditor for FY2020 for \$15,050. Mr. Piazza seconded. The motion passed unanimously on a roll call vote.

Chairman Chamberlain thanked Mr. Francisco for the fantastic job and continuity that we have had from the County. He said the Authority's financial situation has been terrific since the County has become involved, and he hopes the County will stay involved for a very long time.

GENERAL COUNSEL'S REPORT

Mr. Tipton had nothing to report.

ENGINEER'S REPORT

Mr. Donati's report was included in the Agenda Packets.

He followed up on Mr. Francisco's comments about Jaindl. Jaindl had issues with some language in the draft agreement and the dollar amount requested to establish the account. Earlier today, Special Counsel informed Mr. Donati that Jaindl is now considering a significantly downsized warehouse of 800,000 sf, which based on the numbers can get approved through septic regs. So, they could put a septic on site. Any further development above that would require a sewer connection, which requires a Wastewater Management Plan Amendment. At this point, the escrow account is not a priority for them and there is not much activity on our end.

Regarding the status of the UV project at the Oxford facility, 90% of the design has been completed. Mr. Donati intended to meet with Mr. Shoudt earlier today but was unable to due to bad weather. They will get together later this week to review 95% of the design. CP Engineers is also working on the TWA (Treatment Works Approval) application. Mr. Piazza questioned the need for a TWA. Mr. Donati said it is because it is a change in the process by going from chlorination to UV disinfection. As part of the process, the Authority has to pass a resolution endorsing submission of the TWA application. This allows CPE to represent the Authority in submitting the application to the State. There is also an application fee of \$4,672 that has to be submitted.

For the benefit of the public present, Mr. Piazza asked Mr. Donati to explain why it may not seem smart for the Authority to change the process after we just upgraded the Oxford plant. Mr.

Donati explained that the upgraded plant was designed based on accepting leachate from PCFA's landfill. Leachate is not conducive to UV disinfection, so the Authority could not utilize a UV system although it would have been our preference. So, we went with chlorination and dichlorination; DEP is cracking down on this. For a number of reasons, mostly to meet new permit limits, the Authority is switching over to UV disinfection. In the long term, it is a money saver because chemical purchases and storage are expensive, and some chemicals are corrosive. UV is also safer for the operators. If we had not been told that we must accept PCFA's leachate, we would have used UV instead of chemicals as we do at the Belvidere STP. The Authority is taking a very cost-effective approach, where we are utilizing existing facilities. Mr. Donati outlined the schedule for the UV project; it will be almost a year before it is in place.

Mr. Donati presented a resolution for the filing of the TWA application. Mr. Shoudt asked if we could go out to bid at the same time that we are waiting for TWA approval. Mr. Donati urged caution in the event DEP requested changes during their TWA review, but he said maybe we could wait for initial comments from DEP. He advised to not go out to bid too early. The reason Mr. Shoudt asked is because DEP is clamping down on chlorine readings and is lowering limits.

Mr. Piazza moved to adopt Resolution #19-50, authorizing CP Engineers to file the NJDEP TWA permit application. Mr. Deutsch seconded. The motion passed unanimously on a roll call vote.

CP Engineers is moving forward on bid documents for the CCTV inspection of the Authority's interceptor system. They are working with Mr. Shoudt so that the Authority is more electronically digitized rather than the paper versions of the system the Authority has currently. There is no overall map of the Authority's system. Since the Authority is going out for public bid, we need to supply contractors with an overall drawing. For really no additional costs, CPE is going to combine all the information into a GIS System. It will be an AutoCAD map tied in with GIS. Mr. Donati explained the system in more detail.

Mr. Piazza asked if an AutoCAD system is something that the Authority should be responsible for or the Consulting Engineering firm? Mr. Donati said the cost is on CP Engineers. He would not expect the Authority to purchase AutoCAD or GIS because it is very expensive. They are putting the system together and will give the Authority the data, so the next consultant or the Authority themselves can take that data and open it up in a CAD program they purchase and use it. At that time, it will be up to the Authority if we want to spend the money to maintain the software. At this point, CPE owns the software so they are doing the work.

The time frame for the CCTV project was discussed. Mr. Shoudt said about 1,000 to 1,500 feet a day can usually be done. This would be about 3 weeks for the Authority.

AUTHORITY CONSULTANT

Mr. Shoudt informed the Board that Mr. Wauhop was in the hospital and could not attend the meeting.

Climbing Screen: Mr. Wauhop has all the drawings done and they should be going to Mott

MacDonald for review soon. Mr. Shoudt believes the motor is on its way. Mr. Wauhopp informed him that the climber should be up and running next month and he should be here after the holidays.

Regarding the paving project that had been approved at the Oxford plant, Mr. Shoudt does not want the contractor to rush the job. So, this project might be delayed until spring.

The tractor is at Smith Tractor & Equipment for repairs and should be coming back soon.

The lights outside the administration building are working temporarily. The electrician had to order some sensors.

There are issues with the new security system for the front door of the admin building. Mr. Piazza has spoken to the salesperson and Mr. Shoudt sent him an email about the issues. ADT is supposed to return tomorrow to resolve the issues.

Chairman Chamberlain presented a resolution for appointment of our risk manager for 2020.

Ms. O'Connor moved to adopt Resolution #19-51, reappointing Sharon Cooper of Public Entity Advocates as our Risk Management Consultant for 2020. Ms. Napolitani seconded. The motion pass unanimously on a roll call vote.

Mr. Shoudt presented the resolution and agreement authorizing the award of a non-fair and open contract for professional services for laboratory testing to New Jersey Analytical Laboratories (NJAL) for one year.

Mr. Nyland moved to adopt Resolution #19-52, awarding the non-fair and open contract for the professional services of laboratory testing to New Jersey Analytical Laboratories for one year. Mr. Deutsch seconded. The motion passed unanimously on a roll call vote.

A few months back, the Board approved the replacement of doors at the Oxford facility for \$17,500. The contractor, Walter N. Gross, is requesting 50% of the funds up front in order to purchase the doors. There was a brief discussion. Several of the Board members are familiar with his work and were favorable to his request. The rest of the Board agreed.

Mr. Nyland stated that the Township of Oxford contacted Donnelly Electric about an energy assessment program to save money on energy costs. He asked the Board if they were interested in having Donnelly come out and evaluate our needs and give us an estimate. Chairman Chamberlain asked him to forward the information to Mr. Shoudt.

FINANCE (Treasurer)

Mr. Piazza informed the Board about his phone call to the ADT salesperson. He will be present when ADT comes out to resolve the issues. Chairman Chamberlain thanked Mr. Piazza.

Mr. Piazza moved that Resolution #19-53 (Certificate No. 401: \$58,509.72) be approved to pay

all bills from the Operating Fund, as presented. Mr. Nyland seconded. The motion passed unanimously on a roll call vote.

Mr. Piazza moved that Resolution #19-54 (Certificate No. 408: \$19,064.80) be approved to pay all bills from the Capital Improvements Fund as presented. Mr. Nyland seconded. The motion passed unanimously on roll call vote.

UNFINISHED BUSINESS

Chairman Chamberlain asked Mr. Tipton to see if there is any requirement that the Authority must have a Court Reporter at our Annual Rate Hearings, since we record these meetings.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

Bill from Belvidere asked about an earlier comment about 442,000 gallons of flow running through our system and that it was close to capacity. He wondered if that problem had been corrected? Mr. Donati stated we are back down to about 280,000 gallons and the high flow was during a time of very high groundwater and I&I in the system. Bill expressed concern about adding anymore users to the system if we are almost at capacity. Mr. Donati and Chairman Chamberlain explained that a running average is used by DEP. Bill said there was a comment made about Jaindl wanting to build an 800,000 sf warehouse. He commented more on Jaindl's application with White Township and what was said at the meeting with White Township. He asked about the previously discussed escrow account. Mr. Donati explained that a developer puts money in an escrow account to pay the Authority's professionals for services related to that development, so that the ratepayers of the Authority are not paying for those costs. Mr. Piazza explained it further. Jaindl has no formal application with the WC(PR)MUA. Bill asked if the MUA was going to buy the sewer line running down Route 519 that is owned by the County or is the County going to donate it to us? Chairman Chamberlain said that we have no idea.

Teresa Chapman from Harmony asked if the maximum average flow per day is 500,000 gpd? She then asked what the flows were for October and November? (There was a great deal of paper rattling so the response was unclear.) Mr. Piazza said that the average flow for November was 278,000 gallons a day and we can take up to 500,000 gpd. Ms. Chapman asked if it is correct that we are only allowed to run at 80%? Mr. Donati stated it is 95%. He explained that from the Authority's perspective this is not a bad project because we could use the flow to keep the rates down and based on what Jaindl is projecting it fits within our capacity allocation.

George Stafford from Wharton, and with the NJ Highlands Coalition, spoke next. He is working with groups in White Township. With regard to possible lawsuits, he said the township is not alone and other groups are raising funds to challenge this project. Chairman Chamberlain said that he is a White Township resident and, as such, he will be on the hook as a taxpayer for a

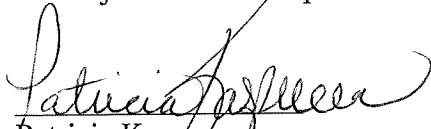
lawsuit. So, he hopes things can be worked out. Mr. Stafford had not heard anything about Jaindl considering septic on that site.

Chairman Chamberlain explained that the Authority's portion in this is extremely small, and from what we have been told now about them considering septic, we may be out of this all together.

Mr. Stafford thanked the Board for their time.

Ms. Chapman asked about the new housing development in Belvidere that wants to hook into the Belvidere plant. Ms. Napolitani stated that none of that has gone anywhere yet with the Planning Board. Discussion was premature, said Ms. Napolitani.

As there was no more business to come before the Authority, Ms. Napolitani moved and Ms. O'Connor seconded that the meeting be adjourned. All in favor, motion carried. The meeting was adjourned at 8:37 p.m.


Patricia Kasperer
Administrative Assistant

2020 (2020-2021) ADOPTED BUDGET RESOLUTION

Warren County (Pequest River) Municipal Utilities Authority

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the **Warren County (PR) Municipal Utilities Authority** for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the **Warren County (PR) Municipal Utilities Authority** at its open public meeting of December 17, 2019; and

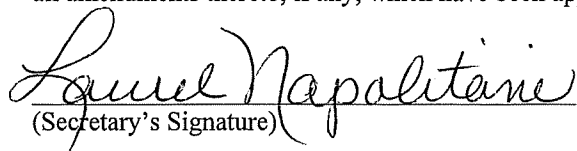
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$2,269,744.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,829,744.00 and Total Unrestricted Net Position utilized of \$560.00.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$649,000.00 and Total Unrestricted Net Position planned to be utilized of \$649,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of **Warren County (PR) Municipal Utilities Authority**, at an open public meeting held on December 17, 2019 that the Annual Budget and Capital Budget/Program of the **Warren County (PR) Municipal Utilities Authority** for the fiscal year beginning, January 1, 2020 and, ending, December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.


(Secretary's Signature)

December 17, 2019

Governing Body Member:	Recorded Vote				Motion by	Second by
	Aye	Nay	Abstain	Absent		
Sidney Deutsch	X					
Drew Kiszona				X		
Laurel Napolitani	X					
Donald Niece				X		
Robert Nyland	X					X
Everdina O'Connor	X					
Robert Piazza	X				X	
Morris Scott, Jr.				X		
E. Chad Chamberlain	X					

RESOLUTION NO: #19-47

AMENDING THE RULES AND REGULATIONS OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY TO INCORPORATE ANNUAL ADJUSTMENTS TO THE AUTHORITY'S FEE AND CHARGES FOR SEWER CONNECTIONS AND FOR SEWER TREATMENT SERVICES AND TO PROVIDE OTHER RATE AND FEE CHANGES.

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority (the Authority) has adopted rules and regulations entitled Warren County (Pequest River) Municipal Utilities Authority - Service Rules (Rules and Regulations) pursuant to the provisions of N.J.S.A. 40:14B-1 et seq.; and

WHEREAS, the Authority has the right and obligation to change or amend, from time to time, its Rules and Regulations in order that they should continue to reflect the current operating requirements of the Authority; and

WHEREAS, public notice of the Authority's annual rate hearing as required pursuant to N.J.S.A. 40:14B-23 was timely provided; and

WHEREAS, on December 17, 2019, the Authority conducted a public hearing on its rates and fees and is of the opinion that the proposed revision to the connection fees and user rates should be adopted, and that the Rules and Regulations should be amended to reflect the same.

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. A new Appendix C to the Authority's Rules and Regulations shall be included therein as follows:

APPENDIX C

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES
AUTHORITY SCHEDULE OF SEWAGE TREATMENT SERVICE CHARGES
AND CONNECTION FEES:

1. General:

The Authority hereby sets forth the current applicable sewage treatment charges and connection fees as adopted by the Authority in accordance with the requirements of N.J.S.A. 40:14B-22 and 23.

- A) An additional 14% Inflow & Infiltration (I&I) factor shall be assessed on all users billed on a metered flow basis (either water use or sewer discharge), with the exception of Belvidere and Oxford whose metered flow includes system-wide I&I, in order to establish equitable allocation of system-wide I&I.
- B) Sewage Treatment Services FY2020

Class of User	Rates
-Residential	\$10.30 per billing unit
-Industrial	\$20.60 per 1,000 gallons


C) Connection Fees FY 2020*

The FY 2020 connection fee shall remain unchanged from 2019. The current amount of \$6,642.00 per EDU (equivalent dwelling unit) is less than the calculated amount of \$9,643.00.

* Affordable housing projects built by Public Housing Authorities and non-profit organizations will receive a reduction of 50% in connection fees, pursuant to C40:14B-22.

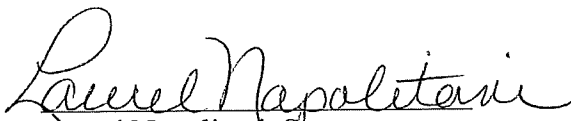
2. The foregoing amendment to the Rules and Regulations shall take effect as of December 17, 2019, the date of its adoption by a majority of the Members of the Authority, and this Resolution shall be conclusive evidence of the fact that the amendment was approved by a majority of the Members of the Authority at that time.
3. Except as otherwise provided herein, the Rules and Regulations of the Authority shall remain unchanged and in full force and effect.

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 December 17, 2019, which resolution reduces to writing the formal action taken by the Authority with regard to its budget and rate schedule on December 17, 2019.


Laurel Napolitani, Secretary

RESOLUTION NO: 19-48 APPROVAL OF CONNECTION FEES FOR FY2020

WHEREAS, as per N.J.S.A. 40:14B-22 the Authority may charge connection fees, said fees to be calculated as outlined in said statute; and

WHEREAS, said calculation has been performed for FY2020, with the resulting fee and calculation thereof provided in the attachment hereto and;

WHEREAS, a public hearing has been held on Authority rates, at which time this calculation was presented.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Warren County (Pequest River) Municipal Utilities Authority that the 2020 connection fee shall remain unchanged from 2019. The current amount of \$ 6,642.00 is less than the calculated amount of \$9,643.00 and shall hereby be adopted; the continuation of the current connection fee will remain in effect beginning January 1, 2020.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

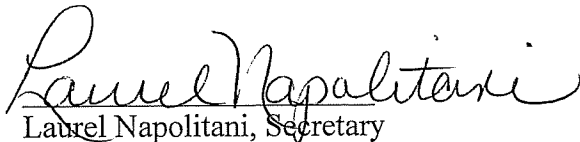


Chad Chamberlain, Chairman

DATE: December 17, 2019

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 RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A REGULAR MEETING OF THE AUTHORITY TO BE HELD ON DECEMBER 17, 2019.



Laurel Napolitani, Secretary

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY
 CALCULATION OF CONNECTION FEES
 EFFECTIVE JANUARY 1, 2020

<u>Debt Service Paid from Revenues:</u>			Annual	Cumulation
			Debt Service	
FY1983	\$47,000	Interest	47,000	\$47,000
FY1984	\$314,377	Interest	\$314,377	\$361,377
FY1985	\$345,563	Interest	\$345,563	\$706,940
FY1986	\$178,500	Interest	\$178,500	\$885,440
FY1987	\$492,000	Interest	\$492,000	\$1,377,440
FY1988	\$492,000	Interest	\$492,000	\$1,869,440
FY1989	\$492,000	Interest	\$492,000	\$2,361,440
FY1990	\$556,572	Int. and Prin..	\$556,572	\$2,918,012
FY1991	\$577,938	Int. and Prin..	\$577,938	\$3,495,950
FY1992	\$586,522	Int. and Prin..	\$586,522	\$4,082,472
FY1993	\$488,557	Int. and Prin..	\$488,557	\$4,571,029
FY1994	\$507,815	Int. and Prin..	\$507,815	\$5,078,844
FY1995	\$510,340	Int. and Prin..	\$510,340	\$5,589,184
FY1996	\$536,965	Int. and Prin..	\$536,965	\$6,126,149
FY1997	\$581,860	Int. and Prin..	\$581,860	\$6,708,009
FY1998	\$583,610	Int. and Prin..	\$583,610	\$7,291,619
FY1999	\$579,180	Int. and Prin..	\$579,180	\$7,870,799
FY2000	\$578,840	Int. and Prin..	\$578,840	\$8,449,639
FY2001	\$582,447	Int. and Prin..	\$582,447	\$9,032,086
FY2002	\$580,098	Int. and Prin..	\$580,098	\$9,612,184
FY2003	\$719,875	Int. and Prin..	\$719,875	\$10,332,059
FY2004	\$935,650	Int. and Prin..	\$935,650	\$11,267,709
FY2005	\$979,432	Int. and Prin..	\$979,432	\$12,247,141
FY2006	\$974,485	Int. and Prin..	\$974,485	\$13,221,626
FY2007	\$981,964	Int. and Prin..	\$981,964	\$14,203,590
FY2008	\$972,331	Int. and Prin..	\$972,331	\$15,175,921
FY2009	\$976,559	Int. and Prin..	\$976,559	\$16,152,480
FY2010	\$963,345	Int. and Prin..	\$963,345	\$17,115,825
FY2011	\$963,506	Int. and Prin..	\$963,506	\$18,079,331
FY2012	\$957,767	Int. and Prin..	\$957,767	\$19,037,098
FY2013	\$954,160	Int. and Prin..	\$954,160	\$19,991,258
FY2014	\$959,146	Int. and Prin..	\$959,146	\$20,950,404
FY2015	\$449,359	Int. and Prin..	\$449,359	\$21,399,763
FY2016	\$1,181,944	Int. and Prin..	\$1,181,944	\$22,581,707
FY2017	\$1,177,196	Int. and Prin..	\$1,177,196	\$23,758,903
FY2018	\$1,014,187	Int. and Prin..	\$1,014,187	\$24,773,090
FY2019	\$1,151,091	Int. and Prin..	\$1,151,091	\$25,924,181
Capital Reinvestment through 10/30/2019				<u>\$2,055,705</u>
Total				\$27,979,886

Est. # EDU's end of Proceeding Year: (200 GPD = 1 EDU)

Preliminary FY 2020 GPD (From 2019 EDU Flow nt) 580,334 # EDU's 2,902

2020 Connection Fees Per EDU:

Cumulative Debt Service	<u>\$27,979,886</u>	=	\$9,643
Number of EDU's @ 200 GPD	2,902		Rate per EDU

2020 Connection Fee = \$9,643

RESOLUTION #19-49

**RESOLUTION AUTHORIZING THE APPOINTMENT FOR NISIVOCIA LLP AS AUDITOR
FOR THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY
FOR FISCAL YEAR 2020.**

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority (Authority) requires the services of an auditor for FY2020.

WHEREAS, the services of a certified auditor are "Professional Services" and may be retained without competitive bidding pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq; and

WHEREAS, the Authority solicited proposals for auditing services from Nisivoccia and Company, LLP; and

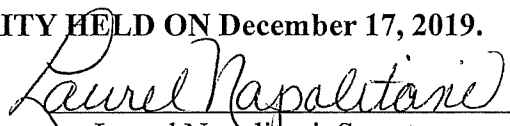
WHEREAS, the Authority has determined it to be in the best interest of this public entity to appoint Nisivoccia, LLP (Auditor) as its auditor for the period commencing January 1, 2020 through the later of December 31, 2020 or the next reorganizational meeting of the Authority.

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

1. Nisivoccia, LLP, Mount Arlington Corporate Center, 200 Valley Road, Suite 300, Mt. Arlington, N.J. 07856-1320 is hereby appointed as the Authority Auditor for the period of January 1, 2020 through December 31, 2020, or through the next reorganizational meeting of the Authority, whichever is later, to provide auditing services pursuant to the terms and conditions in the proposal previously submitted to the Authority. Nothing herein shall supersede the right of the Authority or Auditor to terminate the Agreement prior to the aforesaid dates(s) in accordance with the terms of such formal agreement as may be entered into between the parties to retain Auditor.
2. The appropriate officers of the Authority are hereby authorized and directed to take all steps necessary to affect the terms and conditions of this Resolution.
3. It is hereby directed that a notice of award of this appointment be published once in the official newspaper of the Authority within ten days of the date hereof.
4. This Resolution shall take effect immediately.

CERTIFICATION

I, Laurel Napolitani, SECRETARY OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY, DO CERTIFY THE FORE GOING TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A MEETING OF THE AUTHORITY HELD ON December 17, 2019.


Laurel Napolitani, Secretary

DATED: December 17, 2019

RESOLUTION RE: AUTHORIZATION FOR THE FILING OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION TREATMENT WORKS APPROVAL PERMIT APPLICATION FOR THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY

WHEREAS, the Authority intends to implement ultraviolet disinfection at the Oxford Wastewater Treatment Facility (Oxford WWTF); and

WHEREAS, the ultraviolet disinfection will replace the existing hypochlorite disinfection system and therefore represents a treatment process change at the Oxford WWTF; and

WHEREAS, NJDEP regulations (N.J.A.C. 7:14A-23.3) require a Treatment Works Approval (TWA) permit be obtained for such a process change; and

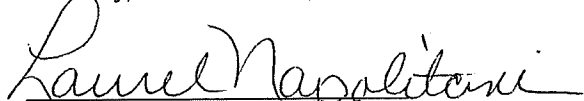
WHEREAS, the Authority's consulting engineer, CP Engineers, LLC has prepared the necessary engineering plans and specifications, as well as the necessary application documents; and

WHEREAS, the Authority desires to approve, endorse and authorize the submission of said application and supporting documents.

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

1. The Authority's consulting engineer is hereby authorized and directed to execute the required Treatment Works Approval application forms, and to pay the application fee therefore. Funds are available for this purpose.
2. Stephen E. Donati, P.E. of CP Engineers, LLC is authorized to act as the Authority's Agent in these matters.
3. The Authority's consulting engineer shall act as the Authority's Contact Person in these matters.
4. The Authority's consulting engineer, CP Engineers, LLC., is hereby authorized and directed to complete and file said Treatment Works Approval application and supporting documentation, along with a certified copy of this Resolution, to the NJDEP, and to request the necessary endorsement of this TWA Application from Oxford Township.

Certified as a true copy of this Resolution adopted by the Authority at their Regular Meeting held on Tuesday, December 17, 2019.


Laurel Napolitani, Secretary

RESOLUTION #19-51

RISK MANAGEMENT CONSULTANT

WHEREAS, the Warren County (Pequest River) Municipal Utilities Authority has resolved to join both the New Jersey Utility Authorities Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Funds require that each Authority appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the bylaws indicate a minimum fee equal to six percent (6%) of the Authority's assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority.

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical:

NOW, THEREFORE, BE IT RESOLVED that the Warren County (Pequest River) Municipal Utilities Authority, does hereby appoint Sharon Cooper of Public Entity Advocates, as its Risk Management Consultant, effective January 1, 2020 through December 31, 2020, in accordance with the Fund's bylaws; and

BE IT FURTHER resolved that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1)(a)(i).


Laurel Napolitani, Secretary

December 17, 2019

Moved by: Ms. O'Connor

Seconded by: Ms. Napolitani

Yes 6

No 0

Abstain 0

Absent 3

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1st day of January, 2020, between the _Warren County (P.R.) M.U.A._ (hereinafter referred to as AUTHORITY) and __Public Entity Advocates, LLC__ (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Utility Authorities Joint Insurance Fund, and;

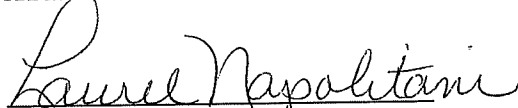
WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held on _December 17, 2019__ and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- I. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a) Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b) Assist the AUTHORITY in understanding the various coverages available from the New Jersey Utility Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c) Review with the AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverages outside the FUND.
 - d) Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f) Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.
 - g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.
 - h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.


- i) Perform any other risk management related services required by the FUND's bylaws.
2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
- a) The CONSULTANT shall be paid by the NJUA JIF a fee as compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's 2020 annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment for 2020.
 - b) For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
 - c) If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY a fee at the rate of -0- per hour, in addition to actual expenses incurred.
3. The term of this Agreement shall be one year. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:



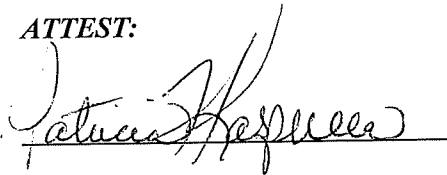
Laurel Napolitani, Secretary

AUTHORITY:



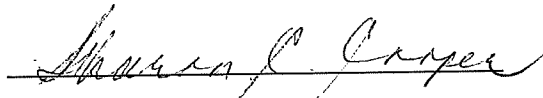
Chad Chamberlain, Chairman

ATTEST:



Patricia Kasper

CONSULTANT:



Sharon Cooper

RESOLUTION: 19-52 AUTHORIZING THE ADOPTION OF A NON-FAIR
AND OPEN CONTRACT FOR LABORATORY
SERVICES

WHEREAS, there exists a need for Certified laboratory testing services to the Warren County (Pequest River) Municipal Utilities Authority, (hereinafter the "Authority"); and

WHEREAS, the Authority's Chairman has determined and certified in writing that the value of the contract will exceed or is reasonably likely to exceed \$17,500; and

WHEREAS, New Jersey Analytical Laboratories, a corporation of the State of New Jersey, having offices at 380 Scotch Road, Ewing, NJ, (hereafter, "Contractor") has submitted a contract dated December 17, 2019, indicating it will provide the required services at a sum not to exceed \$30,000.00; and

WHEREAS, Contractor has completed and submitted a Business Entity Disclosure Certification, which is made a part hereof, that the business entity has not made a contribution that would bar the award of this contract, and the business entity will continue to report to the Election Law Enforcement Commission any contribution that would violate the Pay-To-Play Law (N.J.S.A. 19:44A-20.4 et seq.) during the term of this contract, and has listed political contributions made during the past twelve months as set forth in said certification; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) Provides that this contract might be awarded without competitive bidding as a "professional service", and further requires that the resolution authorizing the award of contracts for professional services without competitive bid must be publicly advertised.

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

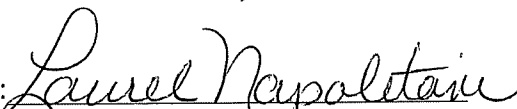
1. The Chairman and Secretary of said Authority are hereby

authorized and directed to execute a certain agreement dated December 17, 2019, between the Authority and New Jersey Analytical Laboratories, a corporation of the State of New Jersey, having offices at 380 Scotch Road, Ewing, NJ.

2. The contract is awarded without competitive bidding as a "Professional Service" because certified laboratory services are exempt from bidding under N.J.S.A. 40A:11-5(1)(a)(i); the Authority has had a positive experience history with this Contractor, and the Contractor has the required licenses, skills, personnel and experience to adequately provide the professional services required by the Authority in this regard.
3. A Notice of this resolution shall be published in the official newspaper as required by law within ten days of its passage.
4. One copy of this Resolution, and the contract itself, shall be made available at the Authority offices for public inspection.
5. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this resolution.
6. This Resolution memorializes the action taken by the Authority at its meeting on December 17, 2019.

CERTIFICATION

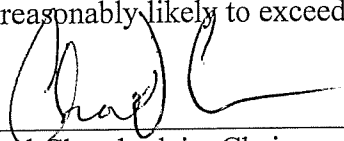
I, Laurel Napolitani, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Authority at a meeting held on December 17, 2019.

BY: 
Laurel Napolitani, Secretary

DATE: December 17, 2019

CERTIFICATION

I, Chad Chamberlain, Chairman of the Authority, do this date certify that the contract mentioned herein exceeds, or is reasonably likely to exceed the sum of \$17,500.00 during its term.



Chad Chamberlain, Chairman

Dated: December 17, 2019


RESOLUTION RE:

EXPENDITURES FROM THE OPERATING FUND
DURING THE MONTH OF DECEMBER 2019.

I HEREBY CERTIFY, that the bills listed on the attached Resolution of December 17, 2019, regarding payment of bills from the Operating Fund were for the operating expenses and were in accordance with the Authority's 2019 budget.



Chad Chamberlain, Chairperson



Laurel Napolitani, Secretary

Certificate No. OP 401

Dated: December 17, 2019

Moved by: Mr. Piazza

Seconded by: Mr. Nyland

Yes 6

No 0

Abstain 0

Absent 3

APPROVAL OF BILLS TO BE PAID FROM THE OPERATING FUND

Meeting: December 17, 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 #19441 - #19450

11/26/19	\$9,098.83
Due 12/17/19	<u>49,410.89</u>
Total	\$58,509.72

PENTAWATION
 DATE: 08/30/2020
 TIME: 12:06:21

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1
 ACCTPA21
 ACCOUNTING PERIOD: 8/20

SELECTION CRITERIA: chkstat.disp_fund='MUA01' and chkstat.rundate='11/26/2019'

DISTRIBUTION FUND: MUA01

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL DESCRIPTION
19441	11/26/2019	ABB INC.	R	1352.15 ACCOUNTS PAYABLE CHECK
19442	11/26/2019	AMERIGAS	R	72.54 ACCOUNTS PAYABLE CHECK
19443	11/26/2019	CENTURYLINK	R	65.46 ACCOUNTS PAYABLE CHECK
19444	11/26/2019	COMCAST	R	248.16 ACCOUNTS PAYABLE CHECK
19445	11/26/2019	JCP&L	R	3.10 ACCOUNTS PAYABLE CHECK
19446	11/26/2019	MAIN POOL & CHEMICAL CO.,	R	1674.10 ACCOUNTS PAYABLE CHECK
19447	11/26/2019	NEW JERSEY ANALYTICAL LAB	R	542.50 ACCOUNTS PAYABLE CHECK
19448	11/26/2019	SPECTRASERV INC	R	4788.00 ACCOUNTS PAYABLE CHECK
19449	11/26/2019	THE COUNTY OF WARREN	R	238.80 ACCOUNTS PAYABLE CHECK
19450	11/26/2019	VERIZON WIRELESS	R	114.02 ACCOUNTS PAYABLE CHECK
TOTAL FUND				9098.83
TOTAL REPORT				9098.83

PENTAMATION
 DATE: 08/30/2020
 TIME: 12:06:57

MUNICIPAL UTILITY AUTHORITY
 CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1
 ACCTPA21
 ACCOUNTING PERIOD: 8/20

SELECTION CRITERIA: chkstat.disp_fund='MUA01' and chkstat.rundate='12/17/2019'

DISTRIBUTION FUND: MUA01

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL DESCRIPTION
19453	12/17/2019	ACCLIVITY	R	349.00 ACCOUNTS PAYABLE CHECK
19454	12/17/2019	ALLMAX SOFTWARE, INC	R	6225.00 ACCOUNTS PAYABLE CHECK
19455	12/17/2019	BILLY WAUHOP & ASSOCIATES	R	7083.33 ACCOUNTS PAYABLE CHECK
19456	12/17/2019	C & M AUTO PARTS	R	481.62 ACCOUNTS PAYABLE CHECK
19457	12/17/2019	CENTURYLINK	R	132.29 ACCOUNTS PAYABLE CHECK
19458	12/17/2019	CINTAS CORPORATION #101	R	428.45 ACCOUNTS PAYABLE CHECK
19459	12/17/2019	COMCAST	R	251.12 ACCOUNTS PAYABLE CHECK
19460	12/17/2019	COUNTY OF WARREN	R	1000.00 ACCOUNTS PAYABLE CHECK
19461	12/17/2019	CP ENGINEERS, LLC	R	640.00 ACCOUNTS PAYABLE CHECK
19462	12/17/2019	CRISTAL ASSOCIATES, LLC	R	233.30 ACCOUNTS PAYABLE CHECK
19463	12/17/2019	DEUTSCH, SIDNEY	R	166.67 ACCOUNTS PAYABLE CHECK
19464	12/17/2019	FLORIO PERRUCCI STEINHARD	R	416.00 ACCOUNTS PAYABLE CHECK
19465	12/17/2019	FOX RUN STORAGE SHEDS, LL	R	1775.00 ACCOUNTS PAYABLE CHECK
19466	12/17/2019	GERO, WAYNE	R	315.21 ACCOUNTS PAYABLE CHECK
19467	12/17/2019	JCP&L	R	17282.86 ACCOUNTS PAYABLE CHECK
19468	12/17/2019	KASPEREEN, PATRICIA	R	163.51 ACCOUNTS PAYABLE CHECK
19469	12/17/2019	KASPEREEN, PATRICIA	R	79.99 ACCOUNTS PAYABLE CHECK
19470	12/17/2019	KISZONAK, DREW	R	166.67 ACCOUNTS PAYABLE CHECK
19471	12/17/2019	L.E. RITTER LUMBER CO.	R	4.62 ACCOUNTS PAYABLE CHECK
19472	12/17/2019	MAIN POOL & CHEMICAL CO.,	R	1677.60 ACCOUNTS PAYABLE CHECK
19473	12/17/2019	NAFOLITANI, LAUREL	R	291.67 ACCOUNTS PAYABLE CHECK
19474	12/17/2019	NEW JERSEY AMERICAN WATER	R	18.29 ACCOUNTS PAYABLE CHECK
19475	12/17/2019	NEW JERSEY ANALYTICAL LAB	R	744.50 ACCOUNTS PAYABLE CHECK
19476	12/17/2019	NIECE, DONALD L.	R	166.67 ACCOUNTS PAYABLE CHECK
19477	12/17/2019	NJ ADVANCE MEDIA	R	158.94 ACCOUNTS PAYABLE CHECK
19478	12/17/2019	NYLAND, ROBERT F.	R	166.67 ACCOUNTS PAYABLE CHECK
19479	12/17/2019	ONE CALL CONCEPTS, INC.	R	4.08 ACCOUNTS PAYABLE CHECK
19480	12/17/2019	PASSAIC VALLEY SEWERAGE C	R	2800.00 ACCOUNTS PAYABLE CHECK
19481	12/17/2019	PIAZZA, ROBERT	R	291.67 ACCOUNTS PAYABLE CHECK
19482	12/17/2019	RICOH USA, INC.	R	197.46 ACCOUNTS PAYABLE CHECK
19483	12/17/2019	RIGO GENERAL HARDWARE	R	71.68 ACCOUNTS PAYABLE CHECK
19484	12/17/2019	SPECTRASERV INC	R	4389.00 ACCOUNTS PAYABLE CHECK
19485	12/17/2019	STAPLES CREDIT PLAN	R	190.03 ACCOUNTS PAYABLE CHECK
19486	12/17/2019	U.S. POSTAL SERVICE	R	290.00 ACCOUNTS PAYABLE CHECK
19487	12/17/2019	WAUHOP, BILLY	R	757.99 ACCOUNTS PAYABLE CHECK
TOTAL FUND				49410.89

TOTAL REPORT


49410.89

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

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



Chad Chamberlain, Chairperson



Laurel Napolitani, Secretary

Certificate No. CI 408

Dated: December 17, 2019

Moved by: Mr. Piazza

Seconded by: Mr. Nyland

Yes 6

No 0

Abstain 0

Absent 3

**CAPITAL IMPROVEMENT
BILLS LIST**

Dated: December 16, 2019

1. CP Engineers, LLC Engineering Services UV System November 2019 Oxford WWTP\$13,997.30
2. CP Engineers, LLC Engineering Services CCTV Inspection November 2019 Systemwide <u>5,067.50</u>
Total\$19,064.80

PENTAMATION
DATE: 12/12/2019
TIME: 11:11:05

FUND - MUA01 - MUN UTILITY AUTH GEN FUND

MUNICIPAL UTILITY AUTHORITY
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/19

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
19451	10101	12/16/19	292 CP ENGINEERS, LLC	19050	ENGINEER SERV UV SYSTEM	13,997.30
19452	10101	12/16/19	292 CP ENGINEERS, LLC	19001	ENG SER CCTV INSPECTION	5,067.50
TOTAL FUND						19,064.80
TOTAL REPORT						19,064.80