

RAHWAY VALLEY SEWERAGE AUTHORITY

Summary of Minutes

Regular Meeting held January 15, 2015

- Communications
None.
- Minutes
None.
- Treasurers Reports
The November Treasurer Reports were provided.
- Executive Director
Sewer Connections and the status of various contracts.
- Counsel
Overview of legal matters.
- Committees
A report was given by the Engineering, Legal and Finance Committees.
- Unfinished Business
None.
- New Business
Approved the following: Extend Contract \$1407 with Environmental Compliance Associates for no additional monies; and CO #2 on Contract #166 in a decreased amount of \$534.00.
- Bills & Claims

OPERATING FUND	4-01	\$398,168.99
BUILDING & EQUIPMENT FUND	4-02	<u>\$142,005.41</u>
Year 2014 Total:		\$543,383.40
OPERATING FUND	5-01	\$481,713.19
BUILDING & EQUIPMENT FUND	5-02	<u>\$1,738.30</u>
Year 2015 Total:		<u>\$483,451.49</u>
Total Of All Funds All Years:		\$1,023,625.89
- (Weiner Lesniak Only)

BUILDING & EQUIPMENT FUND	<u>\$3,209.00</u>
Year 2015 Total:	<u>\$3,209.00</u>

RAHWAY VALLEY SEWERAGE AUTHORITY

Minutes of the Regular Meeting

January 15, 2015

The Chairman, Stephen Greet, called the meeting to order at 7:19 p.m. The Chairman asked that the recorder be turned on and that everyone silence their cell phones.

The Chairman read the statement on “Open Public Meetings Law”.

“In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting has been provided by the inclusion of the date, time and place in a Notice forwarded to The Star Ledger, the Home News Tribune and the Clerk of each of the eleven member municipalities on February 27, 2014.

If any member of this body believes that this meeting is being held in violation of the provisions of the Open Public Meetings Act, please state your objection and the reasons for same at this time.”

.... Hearing no objections, we shall proceed with our regularly scheduled meeting.

Roll Call

The following members were present:

Allen Chin	for the Town of Westfield
Mark P. Dugan	for the Township of Cranford
Michael Furci	for the Township of Springfield
Stephen D. Greet	for the Borough of Garwood
Robert B. LaCosta	for the Township of Scotch Plains
Richard J. LoForte	for the Borough of Kenilworth
Frank G. Mazzarella	for the Township of Clark
Robert Rachlin	for the City of Rahway
Scott L. Thompson	for the Township of Woodbridge
John J. Tomaine	for the Borough of Mountainside
Attilio S. Venturo	for the Borough of Roselle Park

The following were also present:

James J. Meehan	Executive Director
Robert J. Materna	Secretary-Treasurer
Joanne Grimes	Office Admin./Board Secretary
Dennis A. Estis, Esq.	General Counsel, Greenbaum, Rowe, Smith & Davis
John Buonocore	Staff Engineer
Dan Ward	Manager Plant Maintenance
Anthony Gencarelli	Manager of Regulatory Compliance
Wayne Baker	Westfield Leader Newspaper

Communications

None.

Approval of Minutes

The December minutes are not finished and therefore, action is deferred to February.

Report of Treasurer

The Treasurer's Reports for the month of November 2014 have been received and should be spread on the minutes. So ordered.

Report of Executive Director**Sewer Treatment Endorsements**

The following is a list of Sewer Treatment Endorsements processed between 12/16/14 and 1/14/15. A copy of the log sheet with additional information related to these applications has been distributed for your reference.

RVSA Number					Date	Applicant's Name	Municipality
1715	-	14	-	RW	12/18/14	John Welch	Rahway
1716	-	14	-	WB	12/29/14	Harvinder Singh	Woodbridge
1717	-	15	-	WF	01/05/15	Robert Scherer	Westfield
1718	-	15	-	WF	01/05/15	James Harrison	Westfield
1719	-	15	-	WF	01/06/15	Michael Mahoney LLC	Westfield
1720	-	15	-	WF	01/07/15	Waldemar Tanculski	Westfield
1721	-	15	-	WF	01/07/15	Joseph Rizzo	Westfield
1722	-	15	-	WF	01/12/15	Michael Mahoney LLC	Westfield
1723	-	15	-	WB	01/14/15	Lions Gate Homes / Frank Zappia	Woodbridge

Contract #105F – Cogeneration Litigation

Counsel to provide any updates, during Closed Session.

Contract #166 – Administrative Offices (upstairs)

Change Order (CO) #2 has been prepared and submitted by the Contractor. The CO is in a negative amount of \$534.00, total amended contract of \$241,444.00. This will close out the contract. John Buonocore, Staff Engineer, recommends approval. This matter was discussed at the January 8th Engineering Committee Meeting and action is on the agenda under New Business.

Contract #171 – Gas Cleaning and Chemical Feed Systems

The contract was awarded at the December meeting. Mr. Meehan reported that the Authority was advised by the NJDEP/NJEIT that we are number 4 on the list for eligible funding for our 2015 projects.

Contract #172-Rebid #1 – Pump & Blower Roof Replacement

This contract was awarded to VMG Group at the October 14, 2014 meeting. Work on this project is 80% complete with some final detail work necessary to complete the project.

Contract #174-A Professional Architectural Services for the Administration Building Lower Level (old wing)

This contract was awarded to OSK Design at the October 14, 2014 meeting. OSK is working on the drawings and specifications to bid the contract. The contract should go out for bid in March.

Contract #1509 – 2015 Air Permit Compliance Service

This contract is going out for rebid.

Contract #1513 – 2015-2017 Biosolids Hauling and Reuse

This contract is going out for rebid.

Homeland Security Grant Monies

Janice Teixeira, RVSA's Health, Safety & Security Coordinator, has submitted the Grant Money Application on behalf of the Authority. She has advised that a meeting is scheduled for June 2015 to determine who will receive Grant Money.

Monthly Reports

The Operations Report, Engineering Bills & Claims, Litigation Cost Report, IPP Report, Flow Right and User Charge Reports have been received and were distributed to the Commissioners.

Report of General Counsel

Dennis Estis, General Counsel, of Greenbaum, Rowe, Smith & Davis submitted the following report for the period from December 18, 2014 through January 15, 2015.

GeneralA. Flow Rights

As was agreed by the Commissioners last year, the Authority will monitor and enforce flow rights violations starting with the current metering year from October 1, 2014 to September 30, 2015. In accordance with information provided to me by John Buonocore for the period from October 1, 2013 to September 30, 2014, four of the eleven municipalities exceeded their flow rights more than 10 times during that period. Three of those municipalities, Clark, Westfield and Woodbridge, only exceeded the maximum permitted (10 times) on 6, 2 and 7 occasions, respectively. Springfield, unfortunately, exceeded its flow rights 150 times during the same measuring year. For October, November and December 2014, Clark exceeded its flow rights 6 times, Scotch Plains exceeded once, Woodbridge exceeded twice and Springfield exceeded 10 times. At this rate, Clark may exceed for the measuring year 24 times or 14 above the allowable exceedances. Neither Scotch Plains nor Woodbridge would appear to be at risk. On the other hand, Springfield could reach 40 or more exceedances or 30 over the limit. All of these measurements reflect the 5% increase approved by the Commissioners at the May 15, 2014 meeting. Given the fact that municipalities could be penalized for exceedances during the present metering year, I suggest that we keep the various municipalities

informed once they have reached the point at which they have exceeded at least 10 times by sending a special letter to such municipalities. Copies of the flow rights report is apparently sent by RVSA monthly to each municipality.

B. Treatment of Organic Waste

An issue arose after the last meeting as to whether or not there was already language in the Rules and Regulations that would not require those Rules to be amended. However, I have determined that the Rules do need to be amended.

C. NJEIT Loan Application

We had received the additional pages returned from all the municipalities. All of the deeds have been sent to Union County for recording. Once they are returned, we will forward them to Middlesex County for recording as well. Now when the Authority's attorney has to attest that the Authority owns its property, we can say we do.

D. Local Contracts Law

No change.

E. OPRA

No change.

F. RFP for Engineering Design Services. I am in the process of preparing an RFP for Design Services for the digester covers.

Co-Generation Facility

Jim Meehan, Brian Hak and I discussed the status of the neutral during a telephone conversation on Tuesday, January 6. We will need to discuss this matter in closed session.

NJDEP v. Occidental Chemical

Mr. Hak has advised that he expects to complete the work required by the insurance company within the next ten days.

Blending

No change.

Report of Litigation Counsel

No report submitted.

Committee Reports

Committee	Chairman	<u>2/2014-2/2015 Committee Members</u>		
Engineering	Richard LoForte	Allen Chin	Robert LaCosta	Scott Thompson
Finance	Robert LaCosta	Mark Dugan	Frank Mazzarella	Attilio Venturo
Legal	Mark Dugan	Allen Chin	John Tomaine	Attilio Venturo
Personnel	Richard LoForte	Michael Furci	Robert LaCosta	
Insurance Review	Allen Chin	Mark Dugan	Robert Rachlin	Frank Mazzarella
Nominating	Attilio Venturo	Michael Furci	Scott Thompson	
Public Relations	Michael Furci	Robert Rachlin	John Tomaine	
Security	Frank Mazzarella	Richard LoForte	Scott Thompson	John Tomaine

Chairman: Are there reports from any of the following Committees:

Engineering Committee (Richard LoForte, Chairman)

Mr. LoForte stated that an Engineering Committee Meeting was held January 8, 2015 at which time several items were discussed. Items which require action are on the agenda under New Business.

Finance Committee (Robert LaCosta, Chairman)

Mr. LaCosta stated that a Finance Committee Meeting was held earlier this evening for review of the Bills & Claims Lists. Action is on the agenda under Bills & Claims.

Legal Committee (Mark Dugan, Chairman)

No report.

Nominating Committee (A. Venturo, Chairman)

Mr. Venturo stated that the Nominating Committee will meet tonight, after this meeting, to discuss its recommendations for the annual reorganization meeting in February.

Personnel Committee (Richard LoForte – Chairman)

Mr. LoForte stated that a Personnel Committee Meeting was held January 15, 2015 at which time the union negotiations were discussed. No action is necessary at this time.

Public Relations Committee (Michael Furci, Chairman)

No report.

Security Committee (Frank Mazzarella)

Mr. Mazzarella stated that he would be meeting with Mr. Meehan and the staff to go over the Homeland Security report.

Unfinished Business

None.

New Business

The following Resolution #15-02 was offered by Mr. LaCosta, on motion of Mr. LaCosta, seconded by Mr. Chin. The motion was unanimously approved by those present.

RESOLUTION #15-02

WHEREAS, the Rahway Valley Sewerage Authority (Authority) had engaged the services of Environmental Compliance Associates, LLC, 479 Lyons Road, Basking Ridge, NJ 07920 for Contract #1407, for services related to the compliance of the Authority’s Air Permits; and

WHEREAS, the contract was for a period through December 31, 2014; and

WHEREAS, the Authority had solicited for bid receipt, however, no bids were received; and

WHEREAS, there is a need to extend the contract with Environmental Compliance Associates, LLC for a period through February 28, 2015 or until bids can be solicited, awarded and executed; and

WHEREAS, as there is money remaining in their existing contract, no additional funds need be approved.

NOW, THEREFORE, BE IT RESOLVED by the Rahway Valley Sewerage Authority Commissioners that they hereby approve the extension of Contract #1407 for a period through February 28, 2015 or until a new contract is executed; and

BE IT FURTHER RESOLVED that a “Notice of Award” be published in Accordance with law.

Mr. LaCosta made a motion, seconded by Mr. Dugan, to approve Change Order #2 on Contract #166 Administrative Office Interior Upgrade to JRD Construction of Farmingdale, NJ, in a negative amount of \$534.00 for a total revised contract amount of \$241,444.00 which will close out the contract, as recommended by the Engineering Committee. The motion was unanimously approved.

Bills and Claims

Mr. LaCosta made a motion that the following bills and claims previously audited by the Finance Committee be ordered paid. The motion was seconded by Mr. Dugan and unanimously approved.

BILLS AND CLAIMS LISTING

BUILDING & EQUIPMENT FUND

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
2874	01/15/15	BAI LAR INTERIOR SERVICES, INC.	140.5	844.00

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
2875	01/15/15	CDM SMITH, INC.	140.2	3,736.50
2876	01/15/15	EXEMPLIS CORPORATION	140.5	528.60
2877	01/15/15	GREENBAUM, ROWE, SMITH & DAVIS	140.2	58.50
2878	01/15/15	THE GUNLOCKE COMPANY, LLC	140.5	22,554.33
2879	01/15/15	HAWKINS, DELAFIELD & WOOD LLP	140.2	5,958.50
2880	01/15/15	JRD CONSTRUCTION, INC.	140.2	4,828.88
2881	01/15/15	L&M ART GALLERY	140.2	4,535.00
2882	01/15/15	NATIONAL OFFICE FURNITURE, INC.	140.5	32,000.64
2883	01/15/15	OFFICE MASTER INC.	140.5	4,679.40
2884	01/15/15	WILLIAMS SCOTSMAN, INC.	140.2	983.30
2885	01/15/15	VMG GROUP	140.2	63,036.06

Total Building & Equipment Fund Checks: 12

Total Void Checks: 0

Total Void Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$143,743.71

OPERATING FUND – MANUAL

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
257	01/09/15	NJ STATE HEALTH BENEFITS	03/04	111,371.97

Total Operating Fund Manual Checks: 1

Total Void Checks: 0

Total Void Amount: \$0.00

Total Operating Fund Manual Checks Paid: \$111,371.97

OPERATING FUND

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
43877	12/30/14	RAHWAY VALLEY SEWERAGE AUTH.	01/02	131,410.55
43878	01/08/15	BGIA, INC.	17	13,453.00
43879	01/08/15	DELTA DENTAL OF NEW JERSEY INC.	03	6,011.44
43880	01/08/15	THE LINCOLN NATIONAL LIFE	03	1,017.64
43881	01/08/15	PURCHASE POWER	48	520.99
43882	01/08/15	VERIZON WIRELESS	11	785.38
43883	01/08/15	VISION SERVICE PLAN	03	1,120.14
43884	01/15/15	A TOUCH OF ITALY	49	384.90
43885	01/15/15	ADP, INC.	16	1,551.15
43886	01/15/15	ADS LLC	30	13,904.00
43887	01/15/15	AMERICAN WEAR	32	921.53
43888	01/15/15	ASSOCIATED AUTO PARTS	35	102.05
43889	01/15/15	W.A. BIRDSALL & COMPANY	32	130.10
43890	01/15/15	BOWCO LABORATORIES, INC.	32	63.00
43891	01/15/15	CDM SMITH, INC.	05/06	11,249.11
43892	01/15/15	CANON FINANCIAL SERVICES, INC.	16	424.93

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
43893	01/15/15	CANON USA INC.	16	444.18
43894	01/15/15	CHARLES F. CONNOLLY DIST. CO.	32	195.20
43895	01/15/15	RAHWAY-UNITED WATER RESOURCES	33	8,364.65
43896	01/15/15	CONSTELLATION	22	3,904.62
43897	01/15/15	COOPER ELECTRIC SUPPLY CO.	32	307.86
43898	01/15/15	DAVID WEBER OIL COMPANY	32	415.80
43899	01/15/15	ELIZABETHTOWN GAS	22	5,006.08
43900	01/15/15	ENVIRONMENTAL COMPLIANCE ASSIS.	41	1,855.00
43901	01/15/15	ELIZABETHTOWN GAS	22	28,611.18
43902	01/15/15	FISHER SCIENTIFIC	40	1,176.81
43903	01/15/15	GOVCONNECTION, INC.	27	75.00
43904	01/15/15	W.W. GRAINGER, INC.	31/43	489.76
43905	01/15/15	GREAT LAKES ENVIRONMENTAL	41	360.11
43906	01/15/15	GREENBAUM, ROWE, SMITH & DAVIS	07	1,850.00
43907	01/15/15	GREGG'S RESTORATION SOLUTIONS	13	1,710.00
43908	01/15/15	HOME DEPOT CREDIT SERVICES	32	14.77
43909	01/15/15	IMPACT COMPUTERS & ELECTRONICS	27	559.23
43910	01/15/15	IN THE SWIM	29	3,119.80
43911	01/15/15	JDV PROCESS EQUIPMENT CORP.	32	1,000.00
43912	01/15/15	JERSEY ELEVATOR COMPANY INC.	32	354.54
43913	01/15/15	LABCHEM INC.	40	621.53
43914	01/15/15	LYONS ENVIRONMENTAL SERVICES	41	2,480.00
43915	01/15/15	MAGELLAN BEHAVIORAL HEALTH	03	500.85
43916	01/15/15	MAX L. BROWN HARDWARE CO., INC.	32	79.75
43917	01/15/15	DON McCOY	31	125.00
43918	01/15/15	MCINTYRE'S LOCK & LAWNMOWER	32	39.50
43919	01/15/15	MCMASTER-CARR SUPPLY CO.	32	1,551.30
43920	01/15/15	MIDDLESEX WATER COMPANY	33	1,757.82
43921	01/15/15	MILLER AND CHITTY CO., INC.	32	3,284.00
43922	01/15/15	MILLER MECHANICAL CORPORATION	32	1,300.00
43923	01/15/15	PREDRAG MLADENOVIC	31	125.00
43924	01/15/15	MORTON SALT, INC.	32	3,478.89
43925	01/15/15	MOTION INDUSTRIES, INC.	32	170.62
43926	01/15/15	NAVITEND	27	25.00
43927	01/15/15	NJ ADVANCE MEDIA	12	219.24
43928	01/15/15	NJ MANUFACTURERS INSURANCE CO.	17	20,186.00
43929	01/15/15	NJ MOTOR VEHICLE COMMISSION	35	253.50
43930	01/15/15	NJ WATER ENVIRONMENT ASSOC.	31	15.00
43931	01/15/15	NJEIT	09	125,820.00
43932	01/15/15	NORTHEAST INDUSTRIAL TECH, INC.	32	163.23
43933	01/15/15	ONE CALL CONCEPTS, INC.	32	7.32
43934	01/15/15	DAVID PATRICK	31	125.00
43935	01/15/15	921-PRAXAIR DISTRIBUTION MA	32	401.18
43936	01/15/15	PRECISION ELECTRIC MOTOR WORKS	32	2,180.00
43937	01/15/15	PREMIER TECHNOLOGY SOLUTIONS	27	12,200.00
43938	01/15/15	PSE&G COMPANY	19	63,348.83

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
43939	01/15/15	QC LABORATORIES	41	3,250.00
43940	01/15/15	RAHWAY VALLEY SEWERAGE AUTH.	01/02	179,346.36
43941	01/15/15	RUTGERS UNIVERSITY	31	275.00
43942	01/15/15	RVSA PETTY CASH	14	85.64
43943	01/15/15	DARREN SCHIPPE	31	95.13
43944	01/15/15	SCIENTIFIC WATER CONDITIONING	32	380.00
43945	01/15/15	SPECTRASERV INC.	25/26	72,776.91
43946	01/15/15	STAPLES ADVANTAGE	13	134.76
43947	01/15/15	STAPLES CREDIT PLAN	27/31	830.87
43948	01/15/15	TD BANK, NA	09	19,882.50
43949	01/15/15	TREASURER STATE OF NEW JERSEY	37	3,000.00
43950	01/15/15	TURTLE & HUGHES INC.	32	914.42
43951	01/15/15	USA BLUEBOOK	32	227.90
43952	01/15/15	VERIZON	11	2,219.37
43953	01/15/15	VERIZON	11	1,659.89
43954	01/15/15	WAGE WORKS	03	50.00
43955	01/15/15	WIDMER TIME RECORDER CO., INC.	13	58.40

Total Operating Fund Checks: 79
 Total Void Checks: 0
 Total Void Amount: \$0.00
 Total Operating Fund Checks Paid: \$768,510.21

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BUILDING & EQUIPMENT FUND	4-02	<u>\$142,005.41</u>
Year 2014 Total:		\$543,383.40
OPERATING FUND	5-01	\$481,713.19
BUILDING & EQUIPMENT FUND	5-02	<u>\$1,738.30</u>
Year 2015 Total:		<u>\$483,451.49</u>
Total Of All Funds All Years:		\$1,023,625.89

Mr. LaCosta made a motion that the following bills and claims for Weiner Lesniak, LLP, previously audited by the Finance Committee be ordered paid. The motion was seconded by Mr. Dugan and unanimously approved.

BUILDING & EQUIPMENT FUND				
CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
2886	01/15/15	WEINER LESNIAK LLP	140.2	3,209.00

Total Building & Equipment Fund Checks: 1
 Total Void Checks: 0
 Total Void Amount: \$0.00
 Total Building & Equipment Fund Checks Paid: \$3,209.00

BUILDING & EQUIPMENT FUND
Year 2015 Total:

\$3,209.00
\$3,209.00

Open the floor to the Public for questions or comments

None.

Closed Session

Mr. Dugan made a motion to go into closed session at 7:42 p.m. for discussion of legal matters, specifically the Contract #105 – Cogeneration Facility matter. The motion was seconded by Mr. Rachlin and unanimously approved.

Regular Order of Business

Mr. Dugan made a motion, seconded by Mr. Chin, to return to the Regular Order of Business at 7:59 p.m. The motion was unanimously approved.

Adjournment

As there was no further business, on motion of Mr. Furci, seconded by Mr. Chin, the meeting adjourned at 7:59 p.m. The motion was unanimously approved.

Chairman

Robert J. Materna
Robert J. Materna, Secretary-Treasurer

jg - Attachments