

RAHWAY VALLEY SEWERAGE AUTHORITY

Summary of Minutes

Regular Meeting held June 21, 2018

- Communications
One OPRA Request and a memo from the Township of Springfield.

- Minutes
May 10, 2018 Engineering Committee Meeting Minutes
May 17, 2018 Finance Committee and Regular Meeting Minutes.

- Treasurers Reports
March and April 2018 Reports were received.

- Executive Director
Sewer Connections and the status of various contracts.

- Consulting Engineer
Overview of engineering matters.

- Counsel
Overview of legal matters.

- Committee Reports
Reports were given by the Finance and Legal Committees.

- Unfinished Business
None.

- New Business
Following action was taken: Amend Contract #105Z with Marcum LLP in an amount of \$5,000.00; Amend Nepotism Policy for Seasonal Workers; Disposition of Surplus Equipment; Approved CO #3 on Contract #171 with Spectraserv in a decreased amount of \$9,337.70; Award Contract #1832 to GLEC in an amount of \$10,126.00; Award Contract #1833 to ADS LLC in an amount of \$511,000.00; and Approved the 2017 Audit Report.

- Bills & Claims

OPERATING FUND	8-01	\$1,064,694.59
BUILDING & EQUIPMENT FUND	8-02	<u>\$937,816.48</u>
TOTAL OF ALL FUNDS:		\$2,002,511.07

RAHWAY VALLEY SEWERAGE AUTHORITY

Minutes of the Regular Meeting

June 21, 2018

The Chairman, Robert Rachlin, called the meeting to order at 7:11 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 6, 2018.

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:

Robert M. Beiner	for the Borough of Kenilworth
Michael Furci	for the Township of Springfield
Michael J. Gelin	for the Township of Woodbridge
Loren Harms	for the Borough of Roselle Park
Robert B. LaCosta	for the Township of Scotch Plains
Louis C. Lambe	for the Township of Cranford
Robert Rachlin	for the City of Rahway
Martin C. Rothfelder	for the Town of Westfield
John J. Tomaine	for the Borough of Mountainside

The following members were absent:

Frank G. Mazzarella	for the Township of Clark
Stephen D. Greet	for the Borough of Garwood

The following were also present:

James J. Meehan	Executive Director
Karen A. Musialowicz	Secretary-Treasurer
Joanne Grimes	Board Secretary/Office Manager/QPA
Dennis A. Estis, Esq.	General Counsel - Greenbaum, Rowe, Smith
Howard Matteson	Consulting Engineer – CDM Smith
John Buonocore	Chief Engineer/Asst. Superintendent
Anthony Gencarelli	Mgr. of Regulatory Compliance
Robert Butvilla	Suplee, Clooney & Co.
Wayne Baker	Westfield Leader
Matty Calderone, Sr.	MGC Unlimited

Communications

An OPRA request was received on June 13, 2018 from UA Local 9 seeking records on a contract. A response was sent to them on June 14, 2018.

Kraig Dowd, Counsel for the Township of Springfield, sent an email advising that the Township of Springfield is adopting ordinances related to correcting sewer exceedances by policy and bonding for corrective work. He advised that a formal report will be submitted in July once the ordinances are adopted.

Approval of Minutes

Mr. Lambe made a motion, seconded by Mr. Tomaine, to approve the minutes of the Engineering Committee Meeting held May 10, 2018. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

Mr. Lambe made a motion, seconded by Mr. Harms, to approve the minutes of the Finance Committee Meeting held May 17, 2018. The motion was approved by those present with the exception of Mr. Rachlin who abstained. Mr. Greet and Mr. Mazzarella were absent.

Mr. Furci made a motion, seconded by Mr. Lambe, to approve the minutes of the Regular Meeting held May 17, 2018. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

Report of Treasurer

The March and April 2018 Treasurers Reports were received and distributed to the Commissioners and will be attached to the minutes.

Suspend the Regular Order of Business

Chairman: Robert Butvilla of Suplee Clooney & Co. is in attendance this evening to discuss with the Board the 2017 Audit which their firm recently completed. A copy of the report was forwarded to the Commissioners on June 14, 2018 for review.

Mr. Rothfelder made a motion, seconded by Mr. Harms, to suspend the Regular Order of Business. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

Mr. Butvilla addressed the Board. He stated that Suplee, Clooney & Co. did not have any comments or recommendations as noted in the Audit Report as distributed. He stated that as discussed in the document, the year-end budget vs. audit, reflects an approximate \$700,000 surplus, plus an unrestricted fund balance of \$898,000. Mr. Butvilla went on to say that the staff maintains very good records and were very helpful through the Audit process. He also noted that

Robert Materna, the former Secretary-Treasurer, who worked extensively on this Audit, was the most conscientious person he had ever worked with. Mr. Butvilla added that Karen Musialowicz who is the new Secretary-Treasurer is doing a very good job.

Mr. Rothfelder asked what the specifics of the review on internal controls were. Mr. Butvilla stated that a cursory review was done, which is standard protocol.

Mr. Tomaine asked if what was performed by Suplee Clooney was the standard audit procedure. Mr. Butvilla stated it was. Mr. Butvilla noted that there is specific information that must be included in the audit and that is what was reviewed and included in the document.

Mr. Gelin asked about the comments and recommendations and noted that he was surprised that there were none. Mr. Butvilla stated that they did not find anything that required reporting.

As there were no other questions, Mr. Butvilla thanked the Board for their time and left the meeting.

Mr. Harms made a motion, seconded by Mr. Lambe, to return to the Regular Order of Business. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

Report of Executive Director

Sewer Treatment Endorsements

The following is a list of Sewer Treatment Endorsements processed between 5/14/18 and 6/18/18. A copy of the log sheet with additional information related to these applications has been distributed for your reference.

2018 Sewer Treatment Endorsement Permits 0-1999 gpd							
<i>RVSA Number</i>				<i>Date</i>	<i>Applicant's Name</i>	<i>Municipality</i>	
2255	-	18	-	WB	05/16/18	Knock-on-Wood LLC	Woodbridge
2256	-	18	-	WB	05/21/18	Raritan Street Plaza LLC	Woodbridge
2257	-	18	-	WF	05/23/18	Black Stone Properties LLC	Westfield
2258	-	18	-	WF	05/29/18	Augusto Russo / Marquis Homes	Westfield
2259	-	18	-	WF	05/30/18	13 Sandy Hill Road LLC / Lagrand Ave LLC	Westfield
2260	-	18	-	WF	06/01/18	Jon Gabriel / J. Gabriel Properties	Westfield
2261	-	18	-	WF	06/04/18	Better View Homes Inc.	Westfield
2262	-	18	-	WB	06/08/18	Ricardo Chirco	Woodbridge
2263	-	18	-	WF	06/08/18	Robert Nemeth	Westfield
2264	-	18	-	WB	06/08/18	Kaushal Rao / Saga Builders LLC	Woodbridge
2265	-	18	-	WF	06/12/18	Jonathan Guskind / Premier Design Custom Homes	Westfield

Springfield – Flow Exceedance Matter

The Authority expects to receive a report from the Township of Springfield by the July meeting including copies of the Ordinances which they are adopting related to correcting the sewer exceedance issues.

Flow Metering

At the April Board Meeting, Commissioner Mazzarella requested that the flow exceedances from the flows associated with the storm of April 16th be thrown out. As Commissioner Mazzarella is not present this evening, action on this matter has been deferred to the July meeting.

Mr. Rothfelder requested that the Executive Director provide him with a report on the pros and cons of throwing out these exceedances.

Flow Metering and Billing Methodology

Jim Meehan, John Buonocore, Anthony Gencarelli, and Louis Lambe held a phone conference earlier this week and are continuing to review this matter. During the phone conference they also discussed pending legislation regarding permit and sewer connection fees. This will be further discussed at the July Meeting.

Contract #105Z – Cogeneration Facility

The Authority is in receipt of three invoices from Marcum LLC. The invoices exceed the approved contract amount and therefore, there is a resolution on the agenda to increase the value of their contract by \$5,000.00 for a total amended contract amount of \$27,000.00.

Contract #171 – Gas Cleaning System

A motion is on the agenda to approve Change Order #3 on Contract #171 with Spectraserv of South Kearney, NJ in order to close out the contract. The CO is in a decreased amount of \$9,337.70 total amended contract amount of \$1,867,167.85.

Contract #1832 – NJHDG Technical Services

The Authority is a member of the New Jersey Harbor Dischargers Group (NJHDG). The Group engages various consultants to perform work on the NY Harbor Estuary. Bergen County Utilities Authority, the lead agency for this work, solicited and received a proposal under the NJ Local Public Contracts Law – Non Fair and Open process from Great Lakes Environmental Commission (GLEC) for Technical Advisory work related to the Estuary. The total proposed amount is \$122,000.00 of which Rahway Valley's share is 8.3% or \$10,126.00. This amount reflects a 6% decrease from the 2017 contract. Anthony Gencarelli, Manager of Regulatory Compliance, recommends approval of the continued participation in the Group and award of this contract. This contract is for the period June 1, 2018 through May 31, 2019.

Contract #1833 – Flow Metering Equipment, Analysis and Service

Notice to bidders was published in the Star Ledger, and Bid Packages were posted on the Authority's website for download by perspective bidders. Seventeen companies downloaded the Bid documents; of them, four were potential bidders, and the others were bid referral services. The following two bids were received on June 12, 2018:

<u>Company</u>	<u>Amount</u>
ADS, LLC	\$511,000.00
dba ADS Environmental Services	
Londonderry, NH	

CSL Services, Inc.
Pennsauken, NJ

\$562,920.00

Note: CSL Services submitted an Alternate Bid, whereby they suggested utilizing the existing equipment at a cost of \$506,760.00 (as they are our current provider of these services); however, that was not an option in the bid specification and therefore not allowable.

For informational purposes, this is a three year contract. The current contract is with CSL Services in an amount of \$512,320.00; the Contract to be awarded to ADS reflects a 0.25% decrease from the current contract with CSL.

Mrs. Grimes reviewed the bids and found them to be in order as outlined in her memo dated June 12, 2018 which was distributed to the Commissioners. She is recommending award of the contract to ADS, LLC.

Personnel

The Nepotism policy will be amended to allow an exception for seasonal employees. This was discussed when the policy was created however it was not included in the final document. The Personnel Committee was contacted regarding this matter. A resolution is on the agenda under New Business.

Surplus Items

A resolution is on the agenda under New Business for the disposal of Authority property that is no longer needed, including a pickup truck, several Kawasaki Mules, tote bins, a forklift, etc., all of which will be put up for auction on Govdeals.com. Board approval for the disposition of items is required prior to auction.

Monthly Reports

The monthly IPP Report, Operations Report, Engineering Bills List and the April User Charge Report, were forwarded to the Commissioners.

Report of Consulting Engineer

Howard Matteson, Consulting Engineer, from the firm of CDM Smith submitted his report for the month of May 2018, which was distributed to the Commissioner.

Retainer Services

During the period, CDM Smith prepared the monthly report for May 2018 and attended the May 2018 Engineering Committee Meeting.

Miscellaneous Engineering Services

During the period, CDM Smith performed the following:

- CDM Smith met with RVSA personnel to review facility operation regarding aeration system and solids treatment.

Digester Gas Treatment System Design – Construction Services

No activity during the period.

Digester Covers and Waste Gas Burner Replacement – Design, Bidding, and Construction

During the period, CDM Smith performed the following:

- Coordinated with staff and attended progress meetings.
- Reviewed and processed limited shop drawings.
- Responded to Contractor Requests for Information (RFIs) – effort during the period focused on overall compliance of the electrical installation with NFPA 820 (conduit and junction boxes), and details related to the top of wall construction.
- Performed site inspections for the month – relocation of existing flare #1, propane piping, cleaning of digester gas piping, installation of PRV and flame arrestor, flare #1 startup and training, removal of flare #2 for rehabilitation, demolition in old digester control building and old gas metering room.

Riverwalk Siphon Rehabilitation

During the period, CDM Smith performed the following:

- Finalize Existing Conditions Report and Opinion of Cost for RVSA’s use in negotiating with Union County and City of Rahway.

Mr. Rothfelder requested that a copy of the report be sent to the Commissioners. Mr. Meehan stated that he would forward the report.

Report of General Counsel

General Counsel, Dennis Estis from the firm Greenbaum, Rowe, Smith & Davis, submitted his report for the period May 17, 2018 through June 21, 2018:

1. GeneralA. Flow Rights

Mr. Dowd and I have spoken and he will be providing us with a report as to the status of the bond ordinance which has already been passed and the sewer ordinance which is up for second reading next week. I expect to receive monthly reports from him which we probably will only need for a few months.

B. Local Contracts Law/Open Public Meetings Act

Lengthy discussions were held with the Authority staff regarding the bids received on Contract #1833.

C. QDI Monitoring and Pride Solvents Monitoring

Jim Meehan received a disc with the report and findings of Quala’s most recent testing. I have received a copy from Jim and I will provide my analysis next

month.

2. Co-Generation Facility
Mr. Cipolla ignored my demand letter and has failed to respond. We will discuss this under closed session.
3. Siphon - Rahway – Union County Park
CDM Smith has estimated the cost to repair/replace the siphon at approximately \$500,000. This does not include the cost of permitting. We have communicated with both Rahway and the County and a meeting is being scheduled sometime around the 15th of July. We should discuss this further under closed session.
4. S848
We are in the process of preparing the Complaint. The Plainfield Area Regional Sewerage Authority (PARSA) has agreed to join us in this effort. I expect to file the Complaint early next week. In the Two Rivers case, the State has made a motion to dismiss that complaint claiming among other things that the lawsuit is premature because no regulations have yet been issued. We are looking into the validity of the claims made by the State in that motion. We are still making efforts to get additional regional sewerage authorities to join us.
5. Occidental Chemical
The Appellants' briefs are due on July 16 and our brief, if we choose to file one, will be due on August 16.
6. Personnel
I have been in communications with Stephanie Schwartz and Jim Meehan regarding both the nepotism policy and the smoking policy. I have reviewed the Commissioners' Handbook and I have provided both Ms. Grimes and Mr. Mazzarella with my report. A personnel committee meeting is being held before the regular meeting in July.
7. Tort Claim
No change.
8. EIT Loan
No change. It is my understanding that this matter is concluded and I am removing it from list in the future.
9. Tremely Point Connector Road Project
Mr. Buonocore and John Hague of my office have been in communications with regard possible changes to the agreement prepared by the NJDOT. Direct negotiations will still have to be completed.

Committee Reports

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

2/2018-2/2019 Committees

Committee	Committee Chairman	2/2018-2/2019 Committee Members		
Engineering	Louis Lambe	Michael Furci	Loren Harms	Michael Gelin
Finance	Stephen Greet	Loren Harms	Robert LaCosta	Martin Rothfelder
Legal	John Tomaine	Robert Beiner	Louis Lambe	Martin Gelin
Personnel	Frank Mazzarella	Michael Furci	Stephen Greet	John Tomaine
Nominating	Robert LaCosta	Robert Beiner	Frank Mazzarella	Martin Rothfelder

Engineering Committee (Louis Lambe, Committee Chairman)

No report.

Finance Committee (Robert LaCosta, Committee Member)

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

Legal Committee (John Tomaine, Committee Chairman)

Mr. Tomaine stated that a Legal Committee Meeting was held earlier this evening to discuss Labor Counsel and will be discussed further in closed session.

Personnel Committee (Michael Furci, Committee Member)

No report.

Unfinished Business

None.

New Business

The following Resolution #18-25 was offered by Mr. Tomaine, on motion of Mr. Tomaine, seconded by Mr. Harms and approved by those present. Mr. Greet and Mr. Mazzarella were absent.

RESOLUTION #18-25

WHEREAS, the Rahway Valley Sewerage Authority previously approved Resolution #17-02, motion dated June 15, 2017, Resolution #17-62, and related Agreements for the purpose of engaging Marcum LLP, 750 Third Avenue, New York, NY 10017, for Professional Services specifically related to Contract #105Z, Accounting Services related to Contract #105; and

WHEREAS, the Authority has determined that there is a need to amend this agreement for additional funds to cover additional work requested by General Counsel; and

WHEREAS, the Secretary-Treasurer of the Authority, who is the Chief Financial Officer,

hereby certifies that the necessary funds for said contract are available in the 2018 Annual Budget.

WHEREAS Professional Services have been determined to be exempt from public bidding under Title 40A.

NOW, THEREFORE, BE IT RESOLVED by the Rahway Valley Sewerage Authority that the previously adopted Agreements with Marcum LLP, in an amount of \$22,000.00 be and are hereby amended for an additional amount of \$5,000.00, total amended contract amount of \$27,000.00; and

BE IT FURTHER RESOLVED that the Chairman and Secretary are authorized to execute an amendment to the Professional Service Contract previously entered into; and

BE IT FURTHER RESOLVED that a "Notice of Award" be published in accordance with law.

The following Resolution #18-26 was offered by Mr. Tomaine, on motion of Mr. Tomaine, and seconded by Mr. Furci.

Mr. Tomaine moved to amend the resolution, to change the last sentence in paragraph 4 to add the words "*consecutive calendar days, 180 calendar days per year*". The motion to amend was seconded by Mr. Rothfelder and approved by those present.

Resolution #18-26 as amended, was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

RESOLUTION #18-26

WHEREAS, the Rahway Valley Sewerage Authority previously approved Resolution #18-20 creating Policy XXXIII - Nepotism; and

WHEREAS, the Authority has determined that there is a need to amend this policy by adding an exception for seasonal workers, as recommended by the Personnel Committee.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Rahway Valley Sewerage Authority that the Policy titled "Nepotism," that was added to the Employee Handbook be amended as follows:

XXXIII. NEPOTISM

While the Authority values the importance of family, it does not encourage relationships that interfere with an employee's ability to perform his/her job and handle his/her work responsibilities. The Authority strictly prohibits any employee from being in a position where a relative is his/her direct supervisor. Effective the date of this Policy, the Authority strictly prohibits the hiring of any relative of any Employee or Commissioner for any position, *with the sole exception being that of seasonal employees who can be*

employed by the Authority for a maximum of 90 consecutive calendar days, 180 calendar days per year.

For the purposes of this Policy, “relative” means an individual's spouse, by marriage or civil union pursuant to N.J.S.A. 37:1-33, domestic partner as defined in N.J.S.A. 26:8A-3, or the individual's or spouse's parent, child, sibling, aunt, uncle, cousin, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half-brother or half-sister, whether the relative is related to the individual or the individual's spouse by blood, marriage or adoption. Should there be any doubt or ambiguity as to whether an individual constitutes a relative under the meaning of this Policy, the Executive Director, in consultation with the Chief Engineer/Assistant Superintendent, shall make the final determination of whether the individual constitutes a relative as defined by the Policy. In the event that such doubt or ambiguity involves the Executive Director, then the Chief Engineer shall make the final determination.

Any Commissioner or Salaried Employee who has a relative that is a member of the bargaining unit shall be prohibited from discussing or voting on the proposed collective bargaining agreement with that unit or from participating in any way in negotiations, including, but not limited to, being a member of the negotiating team. Additionally, that Commissioner or Salaried Employee shall not be present in closed session when negotiation strategies are being discussed.

The Authority recognizes the right of employees to engage in social relationships with each other, including relationships of a romantic or intimate nature. However, the Authority also recognizes that such relationships can be a problem in the workplace. They may result in favoritism, discrimination, unfair treatment, and/or friction among coworkers. If employees establish a romantic relationship, the Authority will make reasonable efforts to assign job duties so as to minimize problems of supervision.

This Nepotism Policy shall not affect the status of current ***non-seasonal*** employees, and only applies to future hiring. A person employed by the Authority on the effective date of the Policy ***with the exception of seasonal employees*** shall not be prohibited from continuing to be employed or promoted at the Authority based on this Policy. Effective the date of the Policy, the Authority strictly prohibits the hiring of any relative of any Employee or Commissioner for any position.

This policy is not intended to deprive any citizen of any equal opportunity for a position, but is intended to eliminate the possibility of preferential treatment being accorded to relatives of employees.

BE IT FURTHER RESOLVED by the Authority that this policy shall take effect immediately.

The following Resolution #18-27 was offered by Mr. Lambe, on motion of Mr. Lambe, seconded by Mr. Harms and approved by those present. Mr. Greet and Mr. Mazzarella were absent.

RESOLUTION #18-27

WHEREAS, the Rahway Valley Sewerage Authority (Authority) intends to sell surplus property by utilizing an “on-line” Auction Service; and

WHEREAS, the sale of surplus property through an on-line auction service was approved by the State of New Jersey in P.L. 20-01, c.30; and

WHEREAS, the Authority has chosen to utilize GovDeals.com at www.govdeals.com; and

WHEREAS, the surplus property to be sold which is no longer needed for public use is as follows:

<u>Qty.</u>	<u>Description</u>
1	1999 Dodge 2500 4X4 Pickup Truck with plow, VIN #3B7KF26Z8XM568884
1	2002 Hyster Forklift H70-120XM Triple Mast Side Shifter, VIN #K005V038092
30	275 Gallon Tote Bins
1	Backhoe Bucket, 91-3/4” x 37” used on a Ford 655C Backhoe
1	Power Hacksaw
3	2008 Kawasaki Mules, Model #610 VIN #JK1AFEA119B541416, Model #600 VIN #JK1AFEB129B518841, and Model 600 VIN #JK1AFEB149B518842

WHEREAS, the terms and conditions of the agreement between GovDeals.com and the Authority is on file for inspection at the office of the Secretary-Treasurer of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Rahway Valley Sewerage Authority that the aforementioned property shall be sold to the highest bidder through online auction and that a “Notice” regarding said Auction will be published in accordance with law.

Mr. Lambe made a motion, seconded by Mr. Harms, to approve Change Order #3 on Contract #171 – Gas Cleaning System/Chemical Feed Upgrade in order to close out the contract with Spectraserv of South Kearny, NJ, in a decreased amount of \$9,337.70, total amended contract amount of \$1,867,167.85. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

The following Resolution #18-28 was offered by Mr. Lambe, on motion of Mr. Lambe, seconded by Mr. Harms and approved by those present. Mr. Greet and Mr. Mazzarella were absent.

RESOLUTION #18-28

WHEREAS, the Rahway Valley Sewerage Authority (Authority) received a proposal from Great Lakes Environmental Center (GLEC), Traverse City, MI, in conjunction with the New Jersey Harbor Dischargers Group (NJHDG) which the Authority is a member of, for Professional Services Contract #1832; and

WHEREAS, Professional Services of this nature have been determined to be exempt from public bidding under Title 40A; and

WHEREAS, the NJHDG has received a proposal from GLEC in the amount of \$122,000.00 to serve as the Technical Advisor for 2018; and

WHEREAS, the Authority's portion of the \$122,000.00 is 8.3% or \$10,126.00; and

WHEREAS, the Secretary-Treasurer of the Authority hereby certifies that the necessary funds for said contract have been budgeted for in the 2018 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority engage GLEC through the NJHDG to perform the services described herein at a cost not to exceed \$10,126.00; and

BE IT FURTHER RESOLVED that a Contract for the services described herein be entered into and approved by the NJHDG and the Authority; and

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

The following Resolution #18-30 was offered by Mr. Lambe, on motion of Mr. Lambe, seconded by Mr. Tomaine and approved by those present. Mr. Greet and Mr. Mazzarella were absent.

RESOLUTION #18-30

WHEREAS, the Rahway Valley Sewerage Authority ("Authority") solicited and received bids for Contract #1833 Wastewater Flow Metering Replacement Equipment, System Data Analysis, Maintenance, Repair and Calibration Services; and

WHEREAS, this contract is for a three (3) year period, which includes the initial installation of the metering equipment and subsequent data analysis, maintenance and calibration of the flow meters that are used in the Authority's trunk sewer system to obtain the flow data for the Authority's annual billing to its member municipalities; and

WHEREAS, ADS LLC, d/b/a/ ADS Environmental Services, located at 51 Wentworth Avenue, Suite 15, Londonderry, NH 03053, submitted the low bid in the amount of \$511,000.00; and

WHEREAS, the bid document erroneously requested that bidders provide a Public Works Contractor Registration Certificate at the time of the bid; and

WHEREAS, it has been determined based upon the work to be done under this contract including the installation of the meters, that this contract does not fall within the Public Works Registration Act.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Rahway Valley Sewerage Authority that based upon the aforementioned determination, that it hereby awards Contract #1833 Wastewater Flow Metering Replacement Equipment, System Data Analysis, Maintenance, Repair and Calibration Services to ADS LLC; and

BE IT FURTHER RESOLVED that the Authority is waiving the requirement for the submission of the Public Works Registration Certification in light of the fact that this is not a Public Works Contract; and

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

The following Resolution #18-29 was offered by Mr. LaCosta, on motion of Mr. LaCosta, seconded by Mr. Harms. The Chairman requested a roll call vote.

<u>AYES</u>	<u>NAYES</u>	<u>ABSENT</u>	<u>ABTAIN</u>
Cranford		Clark	
Kenilworth		Garwood	
Mountainside			
Rahway			
Roselle Park			
Scotch Plains			
Springfield			
Westfield			
Woodbridge			

As the vote was 9 to 0 with 2 absent, the resolution was approved.

RESOLUTION #18-29

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2017, has been completed and will be filed with the State of New Jersey, Department of Community Affairs, Division of Local Governments Services, Trenton, New Jersey pursuant to N.J.S.A. 40A:5-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations” in accordance

with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Rahway Valley Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2017, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary-Treasurer of the Rahway Valley Sewerage Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution; and

BE IT FURTHER RESOLVED, that a Summary Synopsis of the Audit Report be published in accordance with law.

Bills and Claims

Mr. LaCosta made a motion, seconded by Mr. Harms, that the following bills and claims previously reviewed by the Finance Committee be ordered paid. The motion was approved by those present. Mr. Greet and Mr. Mazzarella were absent.

BILLS AND CLAIMS LISTING

BUILDING & EQUIPMENT FUND

<u>CHECK</u>	<u>DATE</u>	<u>VENDOR</u>	<u>LINE/ACCT</u>	<u>AMOUNT</u>
3116	05/30/18	OPTIMUM CONTROLS CORP.	140.3	47,805.04
3117	06/21/18	AMERICAN INDUSTRIAL SUPPLY	140.3	171.37
3118	06/21/18	APPLE CORING & SAWING LLC	140.3	950.00
3119	06/21/18	CDM SMITH, INC.	140.2	31,043.25
3120	06/21/18	GRAINGER	140.3	430.50
3121	06/21/18	HAWKINS, DELAFIELD & WOOD LLP	140.2	13,571.03
3122	06/21/18	HUNTER RESEARCH, INC.	140.2	3,828.40
3123	06/21/18	JOBSITE TRAILER SALES & RENTAL	123	16,051.00
3124	06/21/18	RARITAN SUPPLY	140.3	2,085.97
3125	06/21/18	RAHWAY VALLEY SEWERAGE AUTH.	140.2	15,900.00
3126	06/21/18	SPECTRASERV INC.	140.2	16,364.75
3127	06/21/18	SUNBELT RENTALS	140.3	619.85
3128	06/21/18	T SLACK ENVIRONMENTAL SERVICES	140.2	7,012.00
3129	06/21/18	TOMAR CONSTRUCTION, LLC.	140.2	172,333.50
3130	06/21/18	TURTLE & HUGHES INC.	140.3	2,373.08
3131	06/21/18	WASTE MANAGEMENT OF NJ	140.2	607,276.74

Total Building & Equipment Fund Checks: 16

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$937,816.48

OPERATING FUND - MANUAL

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
298	06/19/18	NJ STATE HEALTH BENEFITS	03/04	123,958.57

Total Operating Fund Manual Checks: 1

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Operating Fund Manual Checks Paid: \$123,958.57

OPERATING FUND

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
49036	05/23/18	CANON FINANCIAL SERVICES, INC.	16	426.02
49037	05/23/18	STEPHEN MOREIRA	32	50.00
49038	05/23/18	COLOGIX	11	294.00
49039	05/23/18	PSE&G COMPANY	22	80.16
49040	05/23/18	VERIZON WIRELESS	11	1,436.84
49041	05/25/18	ELIZABETHTOWN GAS	22	1,020.73
49042	05/25/18	RAHWAY VALLEY S.A. - PAYROLL	01/02	182,084.16
49043	05/31/18	PURCHASE POWER	48	520.99
49044	05/31/18	UNITED PARCEL SERVICE	48	6.90
49045	05/31/18	HUDSON COUNTY SCHOOLS	32	2,028.00
49046	06/08/18	CANON USA INC.	16	444.18
49047	06/08/18	CRYSTAL SPRINGS	13	22.50
49048	06/08/18	DELTA DENTAL OF NEW JERSEY INC	03	7,419.44
49049	06/08/18	ELIZABETHTOWN GAS	22	3,340.92
49050	06/08/18	THE LINCOLN NATIONAL LIFE	03	1,302.09
49051	06/08/18	NJ MANUFACTURERS INSURANCE CO.	17	18,300.00
49052	06/08/18	ERIC PITUSIAK	31	35.00
49053	06/08/18	PLYMOUTH ROCK ENERGY, LLC.	22	70.19
49054	06/08/18	RAHWAY VALLEY S.A. - PAYROLL	01/02	186,310.97
49055	06/08/18	STAPLES CREDIT PLAN	27/31	463.42
49056	06/08/18	TREASURER - STATE OF NEW JERSEY	37	1,684.00
49057	06/08/18	VISION SERVICE PLAN	03	1,329.77
49058	06/08/18	WAGE WORKS INC.	03	90.00
49059	06/14/18	HOME DEPOT CREDIT SERVICES	32/31	857.99
49060	06/14/18	MIDDLESEX WATER COMPANY	33	6,569.22
49061	06/14/18	PSE&G COMPANY	19	7,240.07
49062	06/14/18	TREASURER - STATE OF NEW JERSEY	37	50.00
49063	06/14/18	WINDSTREAM COMMUNICATIONS	11	1,408.83
49064	06/15/18	ELIZABETHTOWN GAS	22	3,754.30
49065	06/21/18	ROBERT BEINER	49	450.00
49066	06/21/18	MICHAEL FURCI	49	300.00
49067	06/21/18	MICHAEL J. GELIN	49	300.00
49068	06/21/18	STEPHEN D. GREET	49	300.00
49069	06/21/18	LOREN HARMS	49	450.00
49070	06/21/18	ROBERT LaCOSTA	49	450.00

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
49071	06/21/18	LOUIS LAMBE	49	450.00
49072	06/21/18	FRANK G. MAZZARELLA	49	450.00
49073	06/21/18	ROBERT I. RACHLIN	49	650.00
49074	06/21/18	MARTIN ROTHFELDER	49	300.00
49075	06/21/18	JOHN TOMAINE	49	300.00
49076	06/21/18	A TOUCH OF ITALY	49	221.00
49077	06/21/18	ADP, LLC.	16	1,806.70
49078	06/21/18	AIRMATIC COMPRESSOR SYSTEMS	28	1,347.18
49079	06/21/18	ALL AMERICAN SEWER SERVICE	32	3,904.00
49080	06/21/18	AMERICAN AQUATIC TESTING, INC	41	1,030.00
49081	06/21/18	AMERICAN INDUSTRIAL SUPPLY	32	1,072.46
49082	06/21/18	AMERICAN WEAR	13/31/32	5,154.63
49083	06/21/18	AMERIGAS	32	1,170.90
49084	06/21/18	APPLIED ANALYTICS, INC.	34	2,330.25
49085	06/21/18	AQUA PRO-TECH LABORATORIES	41	4,493.00
49086	06/21/18	ATLANTIC ANALYTICAL LAB.	41	3,850.00
49087	06/21/18	B & B DISPOSAL	32	675.00
49088	06/21/18	ALEXANDER BIEL	04	336.00
49089	06/21/18	BOWCO LABORATORIES, INC.	32	63.00
49090	06/21/18	BUYWISE AUTO PARTS	28/35	495.12
49091	06/21/18	CDM SMITH, INC.	05/06	1,527.08
49092	06/21/18	HECTOR L. CARTAGENA	04	471.00
49093	06/21/18	JAMES CASSELLA	04	330.00
49094	06/21/18	CENTRISYS CORPORATION	28/32	11,051.94
49095	06/21/18	CITY OF RAHWAY - UNITED WATER	33	6,212.79
49096	06/21/18	CSL SERVICES, INC.	30	12,870.00
49097	06/21/18	ANDREA DeCARLO	15/18	23.47
49098	06/21/18	GARY DEGROAT	04	804.00
49099	06/21/18	JOHN DERKACK	04	783.00
49100	06/21/18	DIRECT ENERGY BUSINESS	19	22,815.97
49101	06/21/18	DIVERSIFIED HEAT TRANSFER, INC	32	7,890.00
49102	06/21/18	RICK DONES	31	676.00
49103	06/21/18	ELECTRONIC MEASUREMENTS LAB	31	679.94
49104	06/21/18	ENVIRONMENTAL COMPLIANCE	41	5,767.50
49105	06/21/18	ENVIRONMENTAL RESOURCE ASSOC.	40	1,865.52
49106	06/21/18	ELIZABETHTOWN GAS	22	16,971.41
49107	06/21/18	GREGORY EVELYN	04	440.70
49108	06/21/18	EDWARD FARYNA	04	804.00
49109	06/21/18	FISHER SCIENTIFIC	40	3,492.39
49110	06/21/18	FLEXLINE	32	157.00
49111	06/21/18	FOLEY, INCORPORATED	28	65.42
49112	06/21/18	FREDERICK T. GEARDINO	04	402.00
49113	06/21/18	GOVCONNECTION, INC.	27	1,927.14
49114	06/21/18	GRAINGER	13/32	1,690.41
49115	06/21/18	GREAT LAKES ENVIRONMENTAL	41	318.67
49116	06/21/18	GREENBAUM, ROWE, SMITH & DAVIS	07	6,085.11

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
49117	06/21/18	ROY HERMAN	04	629.40
49118	06/21/18	HORIZON DATASYS CORPORATION	27	72.00
49119	06/21/18	JOHN V. HRUSKA	04	804.00
49120	06/21/18	HYDRO SERVICE & SUPPLIES, INC.	40	3,505.77
49121	06/21/18	IMPACT COMPUTERS & ELECTRONICS	27	226.16
49122	06/21/18	INTELLIGENT ENERGY	22	33,611.15
49123	06/21/18	INTELEPEER CLOUD COMM.	11	432.48
49124	06/21/18	JACOBSON DISTRIBUTING CO.	31/32	599.00
49125	06/21/18	JAMES BEAN	31	779.67
49126	06/21/18	JEFFREY SCHONER	15/18	17.54
49127	06/21/18	JERSEY ELEVATOR COMPANY INC.	32	1,006.17
49128	06/21/18	JOHNSTONE SUPPLY	32	18.30
49129	06/21/18	WALTER JORDAN	04	663.00
49130	06/21/18	KASON CORPORATION	28	414.00
49131	06/21/18	KOMLINE-SANDERSON	28	3,937.96
49132	06/21/18	LYONS ENVIRONMENTAL SERVICES	42	3,855.00
49133	06/21/18	THOMAS MACALUSO	15	43.60
49134	06/21/18	SCOTT W. MACKIN	04	804.00
49135	06/21/18	MELISSA MADAIL	15	27.25
49136	06/21/18	MAINTAINCO INC	35	410.33
49137	06/21/18	MAIN POOL & CHEMICAL INC	32	1,584.00
49138	06/21/18	MARCUM LLP	08	7,513.85
49139	06/21/18	ROBERT J. MATERNA	04	535.80
49140	06/21/18	MCMASTER-CARR SUPPLY CO.	32	1,886.58
49141	06/21/18	MCNICHOLS COMPANY	32	1,493.94
49142	06/21/18	MECHANICAL SERVICE CORP.	32	10,811.19
49143	06/21/18	MEDICAL EXPRESS	31	1,741.80
49144	06/21/18	JAMES J. MEEHAN	35	74.58
49145	06/21/18	MARCOS MELENDEZ	32	186.00
49146	06/21/18	METRO PUMPS AND SYSTEMS INC.	32	1,867.00
49147	06/21/18	MGL PRINTING SOLUTIONS	12	370.00
49148	06/21/18	STEPHEN MOREIRA	32	346.00
49149	06/21/18	EUGENE MORETTI	31	676.00
49150	06/21/18	MOTION INDUSTRIES, INC.	28/32	650.83
49151	06/21/18	ROBERT MRASZ	04	629.40
49152	06/21/18	MRI SERVICES	32	295.99
49153	06/21/18	MSC INDUSTRIAL SUPPLY CO.	32	213.80
49154	06/21/18	NAVITEND	27	25.00
49155	06/21/18	COLOGIX	11	294.00
49156	06/21/18	NJ ADVANCE MEDIA	12	100.75
49157	06/21/18	NJ WATER ENVIRONMENT ASSOC.	31	1,476.00
49158	06/21/18	NORTHEAST INDUSTRIAL TECH, INC	32	44.67
49159	06/21/18	NW FINANCIAL GROUP, LLC	09	647.50
49160	06/21/18	ONE CALL CONCEPTS, INC.	32	43.75
49161	06/21/18	PARKSON CORPORATION	32	6,029.00
49162	06/21/18	EDMUND PETROSKY	04	402.00

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
49163	06/21/18	POLYDYNE INC.	23/28	22,898.00
49164	06/21/18	PRAXAIR DISTRIBUTION, INC.	32	515.03
49165	06/21/18	PRECISION ELECTRIC MOTOR WORKS	28/32	4,477.46
49166	06/21/18	MICHAEL ROGERS, SR.	04	314.70
49167	06/21/18	RAHWAY VALLEY S.A. - PAYROLL	01/02	197,200.99
49168	06/21/18	ROBERT SAFCHINSKY	15	19.00
49169	06/21/18	SAKER SHOPRITES, INC.	18/49	150.10
49170	06/21/18	COLONEL SATTERWHITE	04	333.00
49171	06/21/18	SCALES INDUSTRIAL TECHNOLOGIES	32	3,031.81
49172	06/21/18	SCHWARTZ SIMON EDELSTEIN	08	6,434.42
49173	06/21/18	SCIENTIFIC WATER CONDITIONING	32	819.00
49174	06/21/18	JOSEPH SOWA	04	629.40
49175	06/21/18	STORR TRACTOR COMPANY	35	1,383.67
49176	06/21/18	DONALD STUART	04	402.00
49177	06/21/18	TAYLOR OIL CO., INC.	24	3,406.90
49178	06/21/18	RICHARD P. TOKARSKI	04	780.00
49179	06/21/18	THE TRAINING CENTER	32	650.00
49180	06/21/18	TURTLE & HUGHES INC.	32	6,980.58
49181	06/21/18	UNITED PARCEL SERVICE	48	44.10
49182	06/21/18	UNITED STATES PLASTIC CORP.	40	1,629.14
49183	06/21/18	U.S. HEALTHWORKS MEDICAL	31	352.00
49184	06/21/18	USA BLUEBOOK	32	1,908.88
49185	06/21/18	ROBERT VALENT	04	365.40
49186	06/21/18	VERIZON	27	2,034.44
49187	06/21/18	VERIZON WIRELESS	11	1,406.90
49188	06/21/18	WASTE MANAGEMENT OF NJ	26	4,244.90
49189	06/21/18	THOMAS WATTERS	04	402.00
49190	06/21/18	WB MASON COMPANY, INC.	13	745.17
49191	06/21/18	WHIRL-AIR-FLOW	28	1,049.37
49192	06/21/18	ARTHUR M. WRIGHT, JR	04	774.00
49193	06/21/18	WILLIAM YACHERA	15	26.16
49194	06/21/18	ZINKAN ENTERPRISES INC.	28	16,418.90

Total Operating Fund Checks: 159
 Total Void Checks: 0
 Total Void Check Amount: \$0.00
 Total Operating Fund Checks Paid: \$940,736.02

OPERATING FUND	8-01	\$1,064,694.59
BUILDING & EQUIPMENT FUND	8-02	\$937,816.48
TOTAL OF ALL FUNDS:		\$2,002,511.07

Open the floor to the Public for questions or comments

None.

Closed Session

Mr. Gelin made a motion to go into closed session at 8:07 p.m. for discussion of a legal matter, specifically related to Contract #105, the Rahway Siphon Chamber, Labor Counsel, and Contract #1833. The motion was seconded by Mr. Harms and approved by those present.

Regular Order of Business

Mr. LaCosta made a motion, seconded by Mr. Tomaine, to return to the Regular Order of Business at 8:43 p.m. The motion was unanimously approved.

Adjournment

As there was no further business, on motion of Mr. LaCosta, seconded by Mr. Harms, the meeting adjourned at 8:44 p.m. The motion was approved by those present.

Chairman

Joanne Grimes
Joanne Grimes, Board Secretary

/jg
Attachments
03-2018 Treasurer Report
04-2018 Treasurer Report
04-2018 Flow Right and User Charge Report