

RAHWAY VALLEY SEWERAGE AUTHORITY

Summary of Minutes

Regular Meeting held February 21, 2019

- Communications
A letter and Resolution were received from Borough of Garwood regarding the reappointment of Stephen Greet.
A letter and Resolution were received from the Borough of Mountainside regarding the reappointment of John Tomaine.
- Reorganization
Election of new officers.
Oath of Offices were taken by Michael Gelin and John Tomaine as Commissioners, Louis Lambe as the new Chairman and Loren Harms as the new Vice Chairman.
- Minutes
January 10, 2019 Engineering Committee Meeting Minutes.
January 17, 2019 Personnel Committee Meeting Minutes.
January 17, 2019 Finance Committee and Regular Meeting Minutes.
- Treasurers Report
None.
- Executive Director
Sewer Connections and the status of various contracts.
- Counsel
Overview of legal matters.
- Committee Reports
Reports were given by the Engineering, Finance and Personnel Committees.
- Unfinished Business
None.
- New Business
Following action was taken: Adopt the 2019 Budget; and Authorize Check Signatures; Flow Exceedance Hearing for Springfield; Local Sewer Connection for Mountainside; Amendment to the Code of Ethics; and Amendment to the By-Laws.
- Bills & Claims

OPERATING FUND	8-01	\$291,445.91
BUILDING & EQUIPMENT FUND	8-02	<u>\$31,766.08</u>
Year 2018 Total:		\$323,211.99
OPERATING FUND	9-01	\$780,055.04
BUILDING & EQUIPMENT FUND	9-02	<u>\$123,797.52</u>
Year 2019 Total:		\$903,852.56
TOTAL OF ALL FUNDS ALL YEARS:		\$1,227,064.55

RAHWAY VALLEY SEWERAGE AUTHORITY

Minutes of the Regular Meeting

February 21, 2019

The Chairman, Robert Rachlin, called the meeting to order at 7:07 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 5, 2019.

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
Frank G. Mazzarella	for the Township of Clark
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 member was absent:

Stephen D. Greet	for the Borough of Garwood
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The following were also present:

James J. Meehan	Executive Director
Karen A. Musialowicz	Secretary-Treasurer
Joanne Grimes	Purchasing Agent/Board Secretary
Dennis Estis, Esq.	General Counsel - Greenbaum, Rowe, Smith
Dan Ward	Superintendent
John Buonocore	Chief Engineer/Asst. Superintendent
Anthony Gencarelli	Mgr. of Regulatory Compliance
Andrea DeCarlo	Accounts Receivable Coordinator
Beth Lambe	Commissioner Lambes’ wife
Patrick Lambe	Commissioners Lambes’ son
Thomas Hannon	Cranford Municipal Commissioner
Wayne Baker	Westfield Leader Newspaper

Communications

A letter and resolution were received January 29, 2019 from Martha Lopez, Municipal Clerk for the Borough of Mountainside as follows:

Resolution #27-2019 – BE IT RESOLVED by the Mayor and Council of the Borough of Mountainside, County of Union, State of New Jersey, that John Tomaine is hereby appointed as the Borough's representative to the Rahway Valley Sewerage Authority effective February 1, 2019, term to expire February 1, 2024.

A letter and resolution were received January 29, 2019, from Christina Ariemma, RMC, Borough Administrator/Clerk for the Borough of Garwood as follows:

Enclosed find a certified copy of Resolution #19-155 adopted by the Governing Body of the Borough of Garwood at their regular meeting held on January 24, 2019, appointing Stephen D. Greet of 409 Brookside Place, Garwood as Board representative to the Rahway Valley Sewerage Authority, for a five-year term from February 1, 2019 to February 1, 2024.

Note: The letter reappointing Michael Gelin was received in January and Mr. Greet was sworn in at the February 14th meeting.

Oath of Office

Mr. Gelin to be sworn in as the Commissioner for the Township of Woodbridge, and Mr. Tomaine to be sworn in as the Commissioner for the Borough of Mountainside.

Election of Officers

Robert Rachlin, the Chairman, asked the Secretary to please conduct the election for Chairman for the year ending February 20, 2020.

Mrs. Grimes asked the Nominating Committee for their recommendation for the Office of Chairman for the year ending February 20, 2020.

Mr. LaCosta stated that the Nominating Committee nominates Louis Lambe for Chairman for the year ending February 20, 2020. The motion was second by Mr. Rothfelder.

Mrs. Grimes asked if there were any other nominations. There being none, Mrs. Grimes asked for a motion that the nominations be closed.

Mr. Tomaine made a motion that the nominations be closed. The motion was second by Mr. Furci. The motion was unanimously approved.

Mrs. Grimes cast a ballot for the election of Louis Lambe as Chairman. So ordered.

Mrs. Grimes declared Louis Lambe as the duly elected Chairman for the year ending February 20, 2020.

The new Chairman, Louis Lambe, took over conducting the meeting.

Louis Lambe, Chairman asked the Secretary to conduct the election for Vice-Chairman for the year ending February 20, 2020.

Mrs. Grimes asked the Nominating Committee for their recommendation for the Office of Vice Chairman for the year ending February 20, 2020.

Mr. LaCosta stated that the Nominating Committee nominates Loren Harms for Vice Chairman for the year ending February 20, 2020. The motion was second by Mr. Mazzarella.

Mrs. Grimes asked if there were any other nominations. There being none, Mrs. Grimes asked for a motion that the nominations be closed.

Mr. Furci made a motion that the nominations be closed. The motion was second by Mr. Rachlin. The motion was unanimously approved.

Mrs. Grimes cast a ballot for the election of Loren Harms as Vice Chairman. So ordered.

Mrs. Grimes declared Loren Harms as the duly elected Vice Chairman for the year ending February 20, 2020.

Oath of Office

Mr. Lambe was sworn in as Chairman and Mr. Harms was sworn in as Vice Chairman.

Mr. Lambe presented the out-going Chairman, Mr. Rachlin, with a plaque and thanked him for the excellent job he did during his term as Chairman. Mr. Lambe noted that Mr. Rachlin's year as Chairman was one where the Authority faced many items and noted that Mr. Rachlin did a great job leading the board through. Mr. Rachlin thanked the Board for the opportunity and was pleased to pass the baton to Mr. Lambe.

Mr. Mazzarella stated that he wished to recognize Mr. Thomas Hannon, a Commissioner from the Township of Cranford who is present this evening for the swearing in of Mr. Lambe. Mr. Lambe thanked Mr. Mazzarella and apologized for being remiss. He noted that Mr. Hannon is the one responsible for Lou being appointed as Commissioner to the Authority and wished to thank Mr. Hannon for his confidence in him.

Approval of Minutes

Mr. Rachlin made a motion, second by Mr. Harms, to approve the minutes of the Engineering Committee Meeting held January 10, 2019. The motion was approved by those present, with the exception of Mr. Harms who abstained.

Mr. LaCosta made a motion, second by Mr. Harms, to approve the minutes of the Personnel Committee Meeting held January 17, 2019. The motion was approved by those present, with the exception of Mr. Beiner and Mr. Tomaine who abstained.

Mr. LaCosta made a motion, second by Mr. Harms, to approve the minutes of the Finance Committee and Regular Meetings held January 17, 2019. The motion was approved by those present, with the exception of Mr. Tomaine who abstained.

Report of Treasurer

No report.

Report of Executive Director

Sewer Treatment Endorsements

The following is a list of Sewer Treatment Endorsements processed between 1/14/19 and 2/18/19. A copy of the log sheet with additional information related to these applications has been distributed for your reference.

2018-2019 Treatment Endorsement Permits 0-1999 gpd							
<i>RVSA Number</i>					<i>Date</i>	<i>Applicant's Name</i>	<i>Municipality</i>
2355	-	19	-	KW	01/14/19	Vincent Papatatto	Kenilworth
2356	-	19	-	RW	01/15/19	MT Homes LLC	Rahway
2357	-	19	-	WB	01/16/19	SPN Investment Group	Woodbridge
2358	-	19	-	WF	01/18/19	R Ferraro Construction LLC	Westfield
2359	-	19	-	WB	01/22/19	Tiseo Construction Inc.	Woodbridge
2360	-	19	-	WB	01/22/19	Tiseo Construction Inc.	Woodbridge
2361	-	19	-	CR	01/22/19	Dan & April Swayze	Cranford
2362	-	19	-	WF	01/22/19	Tower Homes LLC	Westfield
2363	-	19	-	KW	01/23/19	Grunwald Properties LLC	Kenilworth
2364	-	19	-	KW	01/23/19	Grunwald Properties LLC	Kenilworth
2365	-	19	-	WB	02/01/19	Salman Syed	Woodbridge
2366	-	19	-	KW	02/05/19	Casey Egger & Nick Zaluto	Kenilworth
2367	-	19	-	RW	02/05/19	1207 Kline Pl. LLC	Rahway

Monthly Collection System Reports

Collection reports were received from the Townships of Woodbridge and Clark, the Borough of Kenilworth and the Town of Westfield for the month of January 2019.

Mr. Meehan noted that a letter was sent out to the member municipalities requesting that they provide these reports.

Mr. Gelin stated that he thought it would serve the Authority to create a standard form report for the municipalities to use, making it easier for the Authority to compile any data it wants to use.

Mr. Lambe noted that PVSC has a standard form from the NJDEP's website that he will forward to Mrs. Grimes for the Authority's use.

2019 Budget

The approved budget was received back from the State of New Jersey and action to adopt it is under New Business.

Mr. Rothfelder asked if the State had any questions regarding the budget. Ms. Musialowicz stated that they did. She noted that they asked for additional schedules on interest, and capital payments. They asked us to revise the net position related to the pension, and asked how we will come up with the money related to the pension payments. We responded that we make the payments as the State requests them, and they were fine with that.

Contract #1915 – Environmental Consulting Service

A representative from Prestige Environmental attended the January 17th Regular Meeting. Prestige performed a site visit February 13, 2019.

Flows / Flow Rights

The Executive Director will report on various matters related to flows and flow rights, including an update on the additional meter installed in Springfield.

Mr. Buonocore stated that as of today we have not issued the flow right reports. We were waiting for confirmation that the data for Meter #1 was reading correctly. The temporary meter that was installed provided readings that were almost identical to that of Meter #1 and therefore, we can now issue the monthly reports.

Mr. Meehan stated that Mr. Buonocore prepared a graph showing the metering data and the rain data for Meter #1 and it shows that in 2016 when we had dry conditions, the flow was down. In 2018 we experienced an extreme amount of rain and the meter readings reflect the same.

Mr. Meehan stated that the municipalities have to address their I/I. He added that the I/I has to be eliminated from the system. That is what is causing the flow exceedances.

Mr. Furci asked about changing the way the Assessments are allocated and/or how the data is compiled. Mr. Lambe stated that the 1995 Agreement dictates how this done and in order to change it, all eleven municipalities would have to unanimously agree and pass unilateral ordinances agreeing to any change to the contract.

Mr. Estis stated that when the Authority trunk line was built the municipalities contributed certain money to build the system, which correlated with the amount of flow rights they purchased. Since that time, some municipalities have sold excess flow rights to other municipalities that needed them. The municipalities that are exceeding their rights are utilizing the flow rights in the system that are owned by others.

Mr. Mazzarella stated that was a long time ago, before the municipalities were built out and the municipalities could not have anticipated what their future needs would be.

Mr. Estis stated that there is a contract and that is what we have to go by. He added that if the municipalities wanted to change the terms of the contract, they could have done it in 1995 when the contract was amended.

Mr. Furci stated that his municipality is looking to purchase additional flow rights, however, noted that he doesn't want them to spend that money if it's not going to help them to resolve the issue. Mr. Meehan stated that it will help. He added that most of the municipalities are averaging using 35-40% of their flow allocation, whereby Springfield is averaging about 60-70% of their flow range. Mr. Meehan noted that additional flow rights will certainly help but addressing the I/I is critical too.

Mr. Furci stated some members of the Township Committee are not familiar with the problem and asked if Mr. Meehan and staff would come before their town Council to explain the matter. Mr. Meehan stated he will be in contact to set a date.

Mr. Lambe and Mr. Meehan stated that they continue to work on this matter but that they were not ready this evening to provide recommendations. Mr. Meehan stated that he would like to engage a third party to step in to confirm some of the suggestions.

Mr. Rothfelder asked that a specific date be set for the staff to provide a deliverable with their recommendation, possibly by June. He added that he has been on the board for 13 months and has heard this discussion continuously, but needs to have a deadline, even if it means hiring a consultant and getting this completed. Mr. Lambe said that they are considering developing a scope of service and putting it into the Capital Budget for 2020. Mr. Rothfelder said that even if we are going to hire a consultant, than that action should be completed by June or October, but we need a time frame, otherwise we are going to be sitting here having the same conversation over and over again. Mr. Rothfelder said that the study should relate to flow rights as the measurement of flow sounds almost insolvable.

Mr. Meehan said we have direction that we would give the consultant, the reason that you want a third party consultant to handle it is because you don't want the bias of the staff working on something, then presenting it to the board. He added that he didn't think that a four month goal was too much to ask.

Excess Flow Hearings

Excess Flow Hearings for the Township of Clark and City of Rahway have been postponed to March 21, 2019. A letter will be sent to Springfield advising them that a hearing has been scheduled for them to attend.

By-Laws & Code of Ethics

Counsel updated the Authority's By-Laws and Code of Ethics. Action to approve the revisions is on the agenda. An "accepted" and "red-lined" copy of both documents has been distributed to the Commissioners for review.

Mr. Furci stated that he only noticed minor language changes and asked if that was it. Mr. Estis confirmed that both documents only had minor changes.

Sewer Connection

The Authority received a Treatment Works Application (TWA) from the Borough of Mountainside for Park West at Mountainside for property located on Mountain Avenue in the Borough of Mountainside. The application is for the construction of six buildings which will house a total of 32-3 Bedroom Townhouses. The proposed discharge from the property is 9,600 gpd (0.01 mgd) of flow. The application was reviewed by John Buonocore, Chief Engineer, who found it to be in order and action is under New Business.

Monthly Reports

The IPP and Monthly Operations Reports were received and have been distributed to the Commissioners.

Report of General Counsel

General Counsel, Dennis Estis from the firm Greenbaum, Rowe, Smith & Davis, submitted the following report for the period January 17, 2019 through February 21, 2019.

1. GeneralA. Flow Rights

The hearings are now scheduled for Rahway, Clark and Springfield for March 21. I am still working on the response to Clark.

B. Local Contracts Law/Open Public Meetings Act

No change.

C. QDI Monitoring

I sent a letter to Quala's attorney and I am awaiting her response.

D. Code of Ethics

I prepared revisions to the Code of Ethics. Approval of the revisions is on the Agenda for action tonight.

E. Bylaws

I prepared proposed changes to the Authority's By-laws. The changes must be approved tonight on first reading and approved again next month on second reading. A vote of two-thirds is required to pass the revisions next month.

2. Siphon - Rahway – Union County Park (Contract #182)

A meeting is to be conducted between the Authority's staff and representatives of the City of Rahway sometime over the next couple of weeks. Once that meeting is conducted, further discussion will be held in closed session.

3. RVSA v. New Jersey, et al. (2% Cap)

All briefing is completed in connection with the Order to Show Cause. We are waiting to hear from the Judge. We submitted comments to the Department of Community Affairs with regard to the proposed regulations. Comments were due on February 15th and were submitted accordingly.

- 4. Occidental Chemical
No change.
- 5. Pre-Treatment
No change.

Mr. Estis stated that he also had just received a copy of the “Rain Tax” bill. He added that upon a quick review, he feels that all eleven member municipalities would have to approve creating the Authority for treating surface water. The money collected would be considered a revenue maker, but only for the State of NJ who would receive the proceeds. Mr. Estis added that he didn’t think creating this Authority is in the best interest of RVSA.

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

Mr. Furci stated that an Engineering Committee Meeting was held on February 14, 2019. Several items were discussed. Items which require action are on the agenda under New Business.

Finance Committee

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

No report.

Personnel Committee

Mr. Mazzarella stated that a Personnel Committee Meeting was held earlier this evening. One matter was discussed. No action is required.

New Committees

Louis Lambe, the new Chairman, has appointed the following as the Committees for the period 2/2019-2/2020. The newly appointed committees, as noted below, take effect immediately after

tonight’s meeting.

Committee	Committee Chairman	2/2019-2/2020 Committee Members		
Engineering	Michael Gelin	Loren Harms	Michael Furci	Robert LaCosta
Finance	Loren Harms	Robert Beiner	Frank Mazzearella	Martin Rothfelder
Legal	Martin Rothfelder	Michael Gelin	Robert Rachlin	John Tomaine
Personnel	Stephen Greet	Robert LaCosta	Robert Rachlin	Frank Mazzearella
Nominating -FEB MTG ONLY-	John Tomaine	Robert Beiner	Michael Furci	Stephen Greet

Unfinished Business

None.

Mr. Tomaine stepped out of the meeting for a moment.

New Business

The following Resolution #19-03 was offered by Mr. LaCosta, on motion of Mr. LaCosta, and second by Mr. Rachlin.

RESOLUTION #19-03

WHEREAS, the Annual Budget and Capital Budget/Program for the Rahway Valley Sewerage Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Rahway Valley Sewerage Authority at its open public meeting of February 21, 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 \$27,184,500.00, Total Appropriations, including any Accumulated Deficit, if any, of \$27,532,500.00 and Total Unrestricted Net Position utilized of \$348,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,650,000.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Rahway Valley Sewerage Authority, at an open public meeting held on February 21, 2019 that the Annual Budget and Capital Budget/Program of the Rahway Valley Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 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.

The Chairman requested a roll call vote:

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

As the vote was 8 to 1 with 2 absent, the resolution was approved.

Mr. Tomaine returned to the meeting.

The following Resolution #19-04 was offered by Mr. Harms, on motion of Mr. Harms, second by Mr. Rachlin. The motion was approved by those present. Mr. Greet was absent.

RESOLUTION #19-04

WHEREAS, the Rahway Valley Sewerage Authority (Authority) has its reorganization meeting annually in February; and

WHEREAS, N.J.A.C. 5:31-4.2 stipulates that every Authority shall at its reorganization meeting designate the individuals whose signatures shall appear on checks drawn upon the treasury of said Authority.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority designate James J. Meehan, Executive Director; Karen A. Musialowicz, Secretary-Treasurer; and Louis C. Lambe, Chairman, as the signatories that shall appear on checks drawn upon the treasury of the Authority, with the exception of Payroll checks which require only the signature of Karen A. Musialowicz, Secretary-Treasurer.

BE IT FURTHER RESOLVED that this resolution shall take effect as soon as new signature plates are received but no later than 30 days from this date.

The following Resolution #19-05 was offered by Mr. Furci, on motion of Mr. Furci, second by Mr. Harms. The motion was approved by those present. Mr. Greet was absent.

RESOLUTION #19-05

WHEREAS, the Rahway Valley Sewerage Authority (Authority) has its reorganization meeting annually in February; and

WHEREAS, N.J.A.C. 5:31-4.1(f) stipulates that every Authority shall designate the manner in which and the time in which salaries, wages or other compensation for services shall be paid.

NOW, THEREFORE, BE IT RESOLVED that the Rahway Valley Sewerage Authority designates that salaries, wages and related compensation be paid on a bi-weekly basis, electronically through ADP; and that compensation for goods and services received shall be paid on a monthly basis, by manual check, after review and approval by the Commissioners at their Regular Meeting with the exception of certain utilities which must be paid upon receipt.

BE IT FURTHER RESOLVED that this resolution is effective immediately.

The following Resolution #19-06 was offered by Mr. Furci, on motion of Mr. Furci, second by Mr. Harms. The motion was approved by those present with the exception of Mr. Mazzarella who abstained. Mr. Greet was absent.

RESOLUTION #19-06

AUTHORIZING PROCEDURES & HEARING IN CONNECTION WITH THE EXCEEDENCE OF FLOW RIGHTS IN ACCORDANCE WITH THE REVISED AGREEMENT DATED JANUARY 11, 1995, BY AND BETWEEN THE RAHWAY VALLEY SEWERAGE AUTHORITY'S MEMBER MUNICIPALITIES

WHEREAS, the Rahway Valley Sewerage Authority (the "Authority") is governed in part by a certain revised Agreement (the "Agreement") dated January 11, 1995 by and between the Authority's member municipalities; and

WHEREAS, the Agreement provides for the procedures to be employed and the hearing to be held attendant to the exceedence of flow rights belonging to the individual member municipalities as set forth in the Agreement; and

WHEREAS, the Authority has received information that one or more of the member municipalities have exceeded the amount of flow rights specifically provided for under the Agreement; and

WHEREAS, as a result the foregoing information, the Authority wishes to commence those procedures that would result in a hearing before the Authority concerning whether or not there has been a violation of the flow rights as set forth in the Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Rahway Valley Sewerage Authority, as follows:

1. The Authority authorizes an Exceedence Hearing on the matter of the Township of Springfield. Such Hearing is to be held on the 21st day of March 2019 at 6:00 p.m., at the Rahway Valley Sewerage Authority, 1050 East Hazelwood Avenue, Rahway, New Jersey in the Administration Building, Authority Board Room.
2. At the time of the Exceedence Hearing the Authority shall hear any and all evidence presented by the Municipality disputing the exceedence(s) or the amount thereof.
3. Notice of the above meeting shall consist of a certified copy of this Resolution served upon the municipal clerk of Township of Springfield by regular mail no less than two (2) weeks prior to the date of the hearing set forth in Paragraph 1, herein.
4. Requests for adjournments must be in writing and received by the Authority at least one week (no later than March 14, 2019) before the scheduled date of hearing.

BE IT FURTHER RESOLVED that all appropriate Authority officials, professionals and personnel are authorized to prepare those documents and perform those tasks that will affect the purposes of this Resolution; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately and/or as required by law.

The following Resolution #19-07 was offered by Mr. Tomaine, on motion of Mr. Tomaine, second by Mr. Mazzarella. The motion was approved by those present. Mr. Greet was absent.

RESOLUTION #19-07

WHEREAS, the Borough of Mountainside submitted a Treatment Works Application for Park West at Mountainside Condominium Association for property located on Mountain Avenue in the Borough of Mountainside, State of New Jersey; and

WHEREAS, the application is for the construction and connection of 6 buildings that will house 32-3 Bedroom Townhouses; and

WHEREAS, the connection will generate an approximate discharge of 9,600 gpd (0.0096 mgd) proposed increase in flow; and

WHEREAS, the flow from the foregoing connection will not cause the Authority to exceed its permitted flow of 40 mgd; and

WHEREAS, the application has been reviewed by John Buonocore, Chief Engineer, and found to be in order.

NOW, THEREFORE, BE IT RESOLVED by the Rahway Valley Sewerage Authority that it does hereby accept and approve the aforesaid application.

The following Resolution #19-08 was offered by Mr. Tomaine, on motion of Mr. Tomaine, second by Mr. Rachlin. The motion was approved by those present. Mr. Greet was absent.

RESOLUTION #19-08

CODE OF ETHICS

RESOLUTION OF THE RAHWAY VALLEY SEWERAGE AUTHORITY REGARDING THE NEW JERSEY LOCAL GOVERNMENT ETHICS LAW AND CODE OF CONDUCT

WHEREAS, the **RAHWAY VALLEY SEWERAGE AUTHORITY** (“Authority”) is committed to the goal of enhancing the confidence of the public in the integrity of all governmental entities and it is, therefore, essential that not only the appointed members of the Authority (“Commissioners”), but its professional advisors, agents and staff, (“Officers and Employees”) demonstrate adherence to the highest levels of ethical conduct; and

WHEREAS, the New Jersey Legislature adopted the Local Government Ethics Law, which provides in part as follows:

40A:9-22.5. Code of ethics for local government officers or employees under jurisdiction of local finance board.

Local government officers or employees under the jurisdiction of the Local Finance Board shall comply with the following provisions:

- a. *No local government officer or employee or member of his immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity, which is in substantial conflict with the proper discharge of his duties in the public interest;*
- b. *No independent local authority shall, for a period of one year next subsequent to the termination of office of a member of that authority:*
 - (1) *award any contract which is not publicly bid to a former member of that authority;*
 - (2) *allow a former member of that authority to represent, appear for or negotiate on behalf of any other party before that authority; or*

- (3) *employ for compensation, except pursuant to open competitive examination in accordance with Title 11A of the New Jersey Statutes and the rules and regulations promulgated pursuant thereto, any former member of that authority.*

The restrictions contained in this subsection shall also apply to any business organization in which the former authority member holds an interest.

- c. *No local government officer or employee shall use or attempt to use his official position to secure unwarranted privileges or advantages for himself or others;*
- d. *No local government officer or employee shall act in his official capacity in any matter where he, a member of his immediate family, or a business organization in which he has an interest, has a direct or indirect financial or personal involvement that might reasonably be expected to impair his objectivity or independence of judgment;*
- e. *No local government officer or employee shall undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice his independence of judgment in the exercise of his official duties;*
- f. *No local government officer or employee, member of his immediate family, or business organization in which he has an interest, shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise of future employment, or other thing of value was given or offered for the purpose of influencing him, directly or indirectly, in the discharge of his official duties. This provision shall not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office, if the local government officer has no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence the local government officer in the discharge of his official duties;*
- g. *No local government officer or employee shall use, or allow to be used, his public office or employment, or any information, not generally available to the members of the public, which he receives or acquires in the course of and by reason of his office or employment, for the purpose of securing financial gain for himself,*

any member of his immediate family, or any business organization with which he is associated;

- h. No local government officer or employee or business organization in which he has an interest shall represent any person or party other than the local government in connection with any cause, proceeding, application or other matter pending before any agency in the local government in which he serves. This provision shall not be deemed to prohibit one local government employee from representing another local government employee where the local government agency is the employer and the representation is within the context of official labor union or similar representational responsibilities;*
- i. No local government officer shall be deemed in conflict with these provisions if, by reason of his participation in the enactment of any ordinance, resolution or other matter required to be voted upon or which is subject to executive approval or veto, no material of monetary gain accrues to him as a member of any business, profession, occupation or group, to any greater extent than any gain could reasonably be expected to accrue to any other member of such business, profession, occupation or group;*
- j. No elected local government officer shall be prohibited from making an inquiry for information on behalf of a constituent, if no fee, reward or other thing of value is promised to, given to or accepted by the officer or a member of his immediate family, whether directly or indirectly, in return therefor; and*
- k. Nothing shall prohibit any local government officer or employee, or members of his immediate family, from representing himself, or themselves, in negotiations or proceedings concerning his, or their, own interests (adopted 1991).*

WHEREAS, the New Jersey Code of Criminal Justice: N.J.S.A. 2C:27-10: Acceptance or receipt of unlawful benefit by public servant for official behavior (“Criminal Code), provides as follows:

- a. A public servant commits a crime if, under color of office and in connection with any official act performed or to be performed by the public servant, the public servant directly or indirectly, knowingly solicits, accepts or agrees to accept any benefit, whether the benefit inures to the public servant or another person, to influence the performance of an official duty or to commit a violation of an official duty.*

- b.* A public servant commits a crime if, under color of office and in connection with any official act performed or to be performed by the public servant, the public servant directly or indirectly, knowingly receives any benefit, whether the benefit inures to the public servant or another person, to influence the performance of any official duty or to commit a violation of any official duty.
- c.* In addition to the definition set forth in **N.J.S. 2C:27-1**, “benefit” as used in this act includes any benefit from or by reason of a contract or agreement for goods, property or services if the contract or agreement is awarded, made or paid by the branch, subdivision, or agency of the government that employs the public servant.
- d.* The provisions of this section shall not apply to:

 - 1. Fees prescribed by law to be received by a public servant or any other benefit to which the public servant is otherwise legally entitled if these fees or benefits are received in the manner legally prescribed and not bartered for another benefit to influence the performance of an official duty or to commit a violation of any official duty;
 - 2. Gifts or other benefits conferred on account of kinship or other personal, professional or business relationship independent of the official status of the recipient if these gifts or benefits are within otherwise legally permissible limits and are not bartered for another benefit to influence the performance of an official duty or to commit a violation of an official duty; or
 - 3. Trivial benefits the receipt of which involves no risk that the public servant would perform official duties in a biased or partial manner.
- e.* An offense proscribed by this section is a crime of the second degree. If the benefit solicited, accepted, agreed to be accepted or received is of a value of \$200.00 or less, any offense proscribed by this section is a crime of the third degree.

WHEREAS, in order to earn and maintain public confidence in government, it is not only necessary that the Commissioners and the Officers and Employees (collectively, the “Authority’s Staff”), strictly comply with the Local Government Ethics Law and the Criminal Code, but also that they shall avoid all conduct which could create the perception of a conflict of interest, or unethical behavior; and

WHEREAS, the Authority’s Staff hold positions of public trust and each such person has an obligation in the performance of his/her duties to act honestly, prudently and

efficiently where public funds or facilities are involved; since the strict adherence to that obligation is necessary to ensure the highest degree of public confidence in the integrity of the activities of the Authority; and

WHEREAS, the Authority wishes to reaffirm its commitment to the highest ethical standards and to set further guidelines to the Authority's Staff regarding issues that frequently arise in connection with the activities of the Authority's Staff.

NOW THEREFORE BE IT RESOLVED BY THE RAHWAY VALLEY SEWERAGE AUTHORITY that the following provisions are hereby adopted for the conduct of the Authority's Staff in the discharge of their duties and responsibilities, in order to promote the highest levels of ethical conduct in the discharge of the functions of the Authority and to instill public confidence in the integrity of government:

1. Definitions

- A. "By-Laws organization" means any corporation, partnership, firm, enterprise, franchise, trust, sole proprietorship, union or other legal entity.
- B. "Interest" means the ownership or control of more than ten (10%) percent of the profits, assets or stock of a business organization but shall not include the control of assets in a nonprofit entity or labor union;
- C. "Governing body" or the "governing body of the Authority" means the Board of Commissioners composed of one (1) representative from each Member Municipality;
- D. "Member" means a Commissioner or representative appointed to the governing body of the Authority by a Member Municipality;
- E. "Member of immediate family" means the spouse, cohabitant or dependent child of the Authority's Staff.
- F. "Person" means an individual, partnership, corporation, limited liability company, limited liability partnership, or any other form of legally recognized business entity or association.

2. Affirmative Duties - The Authority's Staff shall observe the following affirmative duties:

- A. Comply with all applicable federal, state and local laws, ordinances, rules and regulations, including the rules and regulations of the United States Environmental Protection Agency and the New Jersey Department of Environmental Protection.
- B. Protect and conserve all property of the Authority, including its equipment, materials and supplies.

- C. File the Financial Disclosure Statements required by **N.J.S.A 40A:9-22.6** (as amended in 2008).
 - D. Upon the request of the Board or Executive Director execute an Affidavit or Certification indicating the signatory's compliance with this Code of Ethics.
 - E. Strictly comply with the Local Government Ethics Law and the New Jersey Code of Criminal Justice.
3. No member of the Authority's Staff shall have an Interest in a business organization, or engage in any business, transaction, professional or business activity which is in substantial conflict with the proper discharge of his/her duties in the public interest.
4. Acceptance of Gifts

Given that the portion of the Local Government Ethics Law, **N.J.S.A. 40A:9-22.5(f)**, as previously cited to above provides that no member of the Authority's Staff shall accept anything "of value" based on the understanding that it is given for the purpose of influencing such person in the discharge of his/her official duties.

- A. Entertainment by a contractor of any member of the Authority Staff, including the provision of a recreational activity or a meal that could reasonably be perceived to influence a member of the Authority Staff is prohibited. A business meeting during a meal where the member of the Authority's Staff pays for his/her meal is acceptable.
- B. Unsolicited gifts or benefits of trivial or nominal value, such as complimentary articles offered to the public in general, and gifts received as a result of mass advertising mailings to the general public may be retained by the recipient or the recipient's department for general use if such use does not create an impression of a conflict of interest or a violation of the public trust.
 - i. A member of the Authority's Staff may receive a gift, favor, service or other thing of value under the same terms and conditions as are offered or made available to members of the general public.
 - ii. A member of the Authority's Staff is permitted to give or receive a gift from a co-worker, a supervisor or a subordinate. The gift should not be excessive or inappropriate for a business environment.

Gift prohibitions do not apply to the offering or acceptance of contributions to the

campaign of an announced candidate for elective public office.

5. Post-Employment

A. Future Employment

- i. Members of the Authority's Staff who have direct and substantial contact with any parties doing business with the Authority must refrain from circulating resumes or in any manner seeking employment with those individuals or entities while still in the Authority's service. Members of the Authority's Staff who do not have direct and substantial contact with such parties may circulate resumes and enter into discussions regarding potential employment with those individuals or entities so long as they avoid any situations that may give rise to an unwarranted advantage. All Authority Staff are cautioned that discussions, interviews, and negotiations shall not take place on Authority time.
- ii. Solicitation or discussion of employment with regulated entities, or their representatives, that have a specific cause, proceeding, application or other matter pending before the Authority is not permitted.

B. One-Year Ban

- i. For one (1) year after the termination of the office or employment of a member of the Authority's Staff, excluding professionals who did not serve as full-time employees or representatives, he/she shall not represent, appear for, or negotiate on behalf of, or agree to represent, appear for, or negotiate on behalf of, any person or party other than the Authority with or before any current member of the Authority's Staff. The provisions of this Section shall not apply to any partnership, firm, limited liability partnership or company, or corporation in which he/she has an interest or is employed, or to any partner, officer, director or employee of such partnership, firm or corporation. Nothing contained in this Section shall prohibit the Authority from contracting with a former officer or employee to act on behalf of the Authority.

6. Recusal on Official Matters

- A. A member of the Authority's Staff, excluding professionals who did not serve as full-time employees or representatives, is required to recuse him/herself, for one (1) year after terminating his/her relationship with the Authority, with regard to any matter that involves any private sector individual, association, corporation or other entity that did business with

the member of the Authority's Staff during the year prior to the member's termination of service.

- B. A member or former member of the Authority's Staff is required to recuse him/herself if he/she had any involvement in such matter, other than on behalf of the Authority, prior to commencement of his/her service.
- C. A member of the Authority's Staff is required to recuse him/herself on an official matter if he/she has a financial or personal interest that is incompatible with the proper discharge of his/her public duties.

An incompatible personal or financial interest includes, but is not limited to, outside employment; a debtor/creditor relationship; a fiduciary relationship; a source of income; any matter pertaining to or involving an immediate relative (i.e., spouse, child, mother, father, brother or sister) or a cohabitant; a relationship with a person providing funds, goods or services without compensation; any matter pertaining to or involving a business associate or business investment; but only if such interest might reasonably be expected to impair the objectivity and independence of the judgment of the member of the Authority's Staff in the exercise of his/her official duties.

- D. Upon determining that a member of the Authority's Staff is obligated to recuse him/herself on any matter, the member shall acknowledge same in writing, and shall have no involvement with the subject matter of the recusal.

7. Enforcement

- A. This Code of Ethics is subject to the enforcement procedures of the New Jersey Local Finance Board as set forth in N.J.S.A. 40A:9-22.1 et seq. Nothing contained herein shall serve to restrict or modify the powers of the Local Finance Board to investigate or enforce alleged violations of this Code of Ethics.
- B. In addition to the enforcement powers granted to the Local Finance Board by N.J.S.A. 40A:9-22.1 et seq., the Authority shall also have the right to receive complaints, investigate complaints, and take such actions as are allowed by statute, rule, regulation or this Code of Ethics. The Authority, in exercising its rights, shall follow the following procedures:
 - i. Any and all allegations of a violation of this Code of Ethics by an Authority Staff Member must be in writing and signed by the Person making such allegation. The Authority shall have the right, but not the obligation, to investigate and otherwise act upon an anonymous complaint or a complaint not in writing. All complaints shall be submitted to the Executive Director of the

Authority, unless such Complaint alleges the Executive Director has violated this Code of Ethics. If the Complaint alleges the Executive Director has violated this Code of Ethics, then the Complaint shall be submitted to the Chairman of the Board of the Authority.

- ii. Upon receipt of a complaint, the Executive Director (or the Chairman of the Board as the case may be) shall initially refer the complaint to the Personnel Committee of the Authority and, in turn, the Commissioners of the Authority. The Personnel Committee shall make an initial review of the Complaint, as it deems appropriate. The complaint will then be distributed to the Commissioners to review the complaint and the recommendations of the RVSA, as they deem appropriate. If the Commissioners determine that the complaint is outside their jurisdiction, frivolous or without sufficient factual basis, then no further action need be taken and the Board shall so inform the complainant.
- iii. If the Commissioners determine that the complaint may have merit, it shall investigate or cause an investigation to be undertaken of the allegations in the complaint. The Commissioners may act as a whole, or appoint the Members of the Personnel Committee or representative(s) as it deems appropriate, to conduct the investigation. The investigation shall gather facts sufficient upon which to base a conclusion as to the validity of the allegations. Such investigation must allow the subject of the complaint, directly or through counsel, to make a statement, defend his/her position and provide such information and documents as the subject of the complaint believes are appropriate.
- iv. Upon the conclusion of its investigation, the Commissioners, or their appointed representative(s), shall prepare a written report of findings and conclusions. If the Commissioners determine that there has, in fact, been a violation of this Code of Ethics, they shall take such actions as are permitted under Section 8 below and/or applicable statutes, rules and regulations.
- v. In lieu of the investigation set forth in this Section, or in addition to such investigation, the governing body may refer the complaint, or refer the complainant, to the Local Finance Board. The Local Finance Board may act upon the complaint in accordance with the powers granted it by N.J.S.A. 40A:9-22.7. Unless the Local Finance Board declines to accept the referral from the Commissioners, such referral to the Local Finance Board will terminate the Commissioners' obligation to take action regarding the complaint.

8. Penalties

If the Commissioners determine that there has been a violation of this Code of Ethics, the Commissioners may take one or more of the following actions:

- A. Issue a Letter of Reprimand to the offender;
 - B. Suspend an offending member of the Authority's Staff from his/her employment;
 - C. Terminate an offending member of the Authority's Staff from his/her Employment;
 - D. Take such action against an offending Commissioner as is allowed by the Members' Agreement, and state statutes;
 - E. Refer the complaint and report of investigation involving a professional advisor to the ethics committee (or similar body) of the advisor's professional governing or licensing body (e.g. the State Office of Attorney Ethics for an offending attorney);
 - F. Terminate the services of an offending contractor or subcontractor in accordance with the Contract Documents (as defined in the subject contract).
9. The Board Secretary is hereby authorized and directed to provide a copy of this Resolution to each current member of the Authority's Commissioners and Staff and to future members upon their commencement of service.
10. The Board Secretary is hereby authorized and directed to promptly post a copy of this Resolution on the official web site of the Authority and to post a copy in the offices of the Authority.
11. This Code of Ethics may be amended from time to time by a majority vote of the governing body of the Authority.
12. This Resolution shall be effective upon its adoption by the governing body of the Authority.

The First Reading of the following Resolution #19-09 was offered by Mr. Tomaine, on motion of Mr. Tomaine, second by Mr. Gelin. The motion was approved by those present. Mr. Greet was absent.

RESOLUTION #19-09

FIRST READING- AMEND RVSA BY-LAWS

WHEREAS, the Rahway Valley Sewerage Authority (the Authority) was established by

an agreement dated August 8, 1951 which was subsequently Revised by an agreement dated January 11, 1995; and

WHEREAS, said Agreements allows the Authority to amend its By-Laws by introducing a proposed amendment at a regular meeting and voting upon said amendment at the next regular meeting and requires a two-thirds vote of the entire membership to pass said amendment; and

WHEREAS, the Authority desires to amend the current By-laws as set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Rahway Valley Sewerage Authority that the By-Laws be and are hereby amended as follows:

Article 1. This body is known as the Rahway Valley Sewerage Authority (“Authority”), a body corporate and politic organized under 40:14A-1 et seq. of the Revised Statutes of the State of New Jersey.

Article 2. The purpose for which the Rahway Valley Sewerage Authority was formed is to perform the public function of providing disposal service for sewage and other waste to its member municipalities in accordance with law and such other agreements as may be consummated in accordance with law.

Article 3. The membership of the Authority shall consist of one person from each of the following municipalities (Municipality), duly appointed and qualified by their respective Municipality, each of whom shall be designated as a Commissioner:

Township of Clark
 Township of Cranford
 Borough of Garwood
 Borough of Kenilworth
 Borough of Mountainside
 City of Rahway
 Borough of Roselle Park
 Township of Scotch Plains
 Township of Springfield
 Town of Westfield
 Township of Woodbridge

Article 4. The officers of the Authority shall be a Chairperson and a Vice Chairperson, both of whom shall be elected from among the Commissioners on or after the first day of February in each year to hold office through the first day of February next ensuing, or until their respective successors have been elected and have qualified, whichever is later. There also shall be a Secretary and Treasurer of the Authority (both of which offices may be held by the same person). Professional and technical advisors, experts and such other officers, agents and employees (collectively “personnel”) may be appointed as the Authority may require. The Authority shall determine their qualifications, terms of office, duties and compensation.

A Commissioner may cast his or her vote for an officer of the Authority by proxy. The proxy vote shall be subscribed by the Commissioner and shall be presented and filed with the Board Secretary or Secretary-Treasurer of the Authority. The proxy shall designate the office for which a vote is being cast and the person for whom the vote is to be cast.

Article 5. The regular meetings of the Commissioners shall be held on the third Thursday (or as otherwise scheduled) of each month at 7:05 p.m. at the Administration Building of the Authority's Treatment Plant in Rahway, New Jersey, unless the Chairperson shall designate one of the municipal buildings of one of the Municipalities as the place of such meeting. Special meetings shall be held at the direction of the Chairperson, or his/her designee, at such times as he/she may deem necessary, or shall be called by the Chairperson at the request, in writing, of at least three (3) Commissioners, which request shall be submitted at least seventy-two (72) hours in advance. Special meetings shall be called on at least forty-eight (48) hours' notice of the time, place and purpose of such meeting, all in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. A majority of the entire authorized membership of the Authority, i.e., six (6), shall constitute a quorum at any meeting.

Article 6. The order of business at all meetings, unless suspended by two-thirds vote of the Commissioners present, shall be:

- 1.) Roll Call
- 2.) Communications
- 3.) Approval of Minutes
- 4.) Reports of Staff
- 5.) Reports of Committees
- 6.) Unfinished Business
- 7.) New Business
- 8.) Bills and Claims
- 9.) Public Comment Period
- 10.) Closed Session (in accordance with N.J.S.A. 10:4-12)
- 11.) Return to Regular Order of Business
- 12.) Action on matters from Closed Session
- 13.) Adjournment

Article 7. The Treasurer of the Authority shall be bonded in an amount not less than \$1,000,000.00.

Article 8. All Bills and Claims shall be approved before payment by a majority of the members of the Finance Committee, with the exception of bills for utilities, health benefits, or any other bill that would incur a finance charge or late fee if not paid by a certain date, said bills may be paid in advance of Finance Committee approval; however, all related documentation must be submitted to the Finance Committee at the respective monthly meeting along with all other bills. All voucher checks shall bear the signatures of the Executive Director, Treasurer, and the Chairperson or a facsimile stamp indicating their respective signatures. The Treasurer, or, in his/her absence, the Executive Director, shall have authority to draw upon an established special bank account to cover payrolls

when submitted. In the event of illness, incapacity or absence of both of the aforementioned, a replacement will be appointed by the Chairperson to act, pro tem, in his/her stead.

Article 9. Standing Committees: The Chairperson, as soon after his/her election as may be convenient, shall appoint Standing Committees with each Committee not to exceed four Commissioners, as well as such other committees as the Chairperson shall authorize and designate. There shall be four basic Standing Committees, to wit:

- 1.) Finance
- 2.) Engineering
- 3.) Legal
- 4.) Personnel

All Commissioners in attendance at any Committee Meeting may participate in the discussion of any item, however, only committee members may vote on recommendations to be made to the full Board of Commissioners. The Committee chairperson may ask for a general consensus from all Commissioners in attendance. Recommendations from all Committees are to be made at the regular meeting of the Authority for discussion and vote by all Commissioners.

Article 10. The parliamentary authority adopted by this body shall be “Roberts Rules of Order” (latest edition).

Article 11. Said By-laws may be amended by introducing the proposed amendment at a regular meeting and shall be voted upon at the next regular meeting. A two-thirds vote of the entire authorized membership shall be required to pass an amendment on second reading.

Article 12. Commissioners attending and participating in the business described below shall receive compensation as set forth by the parallel ordinances adopted by the governing bodies of each member Municipality:

- 1.) Regular meetings which are held each month.
- 2.) Special meetings when called by the Chairperson in conformance with Article 5 of the By-Laws.
- 3.) Committee meetings called by a Committee Chairperson or the Authority’s Chairperson in order to perform functions for which the Committee was formed. Committee meetings may be called immediately prior to or following Regular or Special meetings or at other designated times, so long as the Open Public Meetings Act is followed. Reasonable meeting notification shall be given to all members concerned.

Bills and Claims

Mr. LaCosta made a motion, second 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 was absent.

BILLS AND CLAIMS LISTING**BUILDING & EQUIPMENT FUND**

<u>CHECK</u>	<u>DATE</u>	<u>VENDOR</u>	<u>LINE/ACCT</u>	<u>AMOUNT</u>
3178	02/21/19	CDM SMITH, INC.	140.2	24,264.00
3179	02/21/19	HAWKINS, DELAFIELD & WOOD LLP	140.2	1,503.08
3180	02/21/19	RAHWAY VALLEY SEWERAGE AUTH.	140.2	6,200.00
3181	02/21/19	SPECTRASERV INC.	140.3	5,999.00
3182	02/21/19	TOMAR CONSTRUCTION, LLC.	140.2	117,597.52

Total Building & Equipment Fund Checks: 5

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$155,563.60

OPERATING FUND - MANUAL

<u>CHECK</u>	<u>DATE</u>	<u>VENDOR</u>	<u>LINE/ACCT</u>	<u>AMOUNT</u>
307	02/14/19	NJ STATE HEALTH BENEFITS	03/04	108,326.26

Total Operating Fund Manual Checks: 1

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Operating Fund Manual Checks Paid: \$108,326.26

OPERATING FUND

<u>CHECK</u>	<u>DATE</u>	<u>VENDOR</u>	<u>LINE/ACCT</u>	<u>AMOUNT</u>
50053	01/25/19	CANON FINANCIAL SERVICES, INC.	16	798.26
50054	01/25/19	ELIZABETHTOWN GAS	22	1,071.98
50055	01/25/19	ELIZABETHTOWN GAS	22	15,932.23
50056	01/25/19	FEDEX	48	53.91
50057	01/25/19	INTELLIGENT ENERGY	22	47,280.84
50058	01/25/19	MIDDLESEX WATER COMPANY	33	1,315.12
50059	01/25/19	PSE&G COMPANY	19	119.86
50060	01/25/19	RAHWAY VALLEY S.A. - PAYROLL	01/02	217,421.81
50061	01/25/19	VERIZON WIRELESS	11	1,262.72
50062	02/07/19	CITY OF RAHWAY - UNITED WATER	33	5,671.40
50063	02/07/19	ELIZABETHTOWN GAS	22	538.71
50064	02/07/19	HOME DEPOT CREDIT SERVICES	32	749.78
50065	02/07/19	NJ MANUFACTURERS INSURANCE CO.	17	17,722.00
50066	02/07/19	PLYMOUTH ROCK ENERGY, LLC.	22	1,876.60

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
50067	02/07/19	UNITED PARCEL SERVICE	48	35.29
50068	02/15/19	BGIA, INC.	17	1,166.00
50069	02/15/19	CITY OF RAHWAY - UNITED WATER	33	6,860.80
50070	02/15/19	ELIZABETHTOWN GAS	22	6,243.78
50071	02/15/19	PLYMOUTH ROCK ENERGY, LLC.	22	6,647.75
50072	02/15/19	PSE&G COMPANY	19	33,416.48
50073	02/15/19	PURCHASE POWER	48	520.99
50074	02/15/19	RAHWAY VALLEY S.A. - PAYROLL	01/02	206,719.04
50075	02/15/19	STAPLES ADVANTAGE	13/27	231.47
50076	02/15/19	STAPLES CREDIT PLAN	27	40.18
50077	02/15/19	UNITED PARCEL SERVICE	48	38.30
50078	02/15/19	VERIZON	11	93.66
50079	02/15/19	WINDSTREAM COMMUNICATIONS	11	1,426.00
50080	02/21/19	A TOUCH OF ITALY	49	547.95
50081	02/21/19	ADP, LLC.	16	2,368.18
50082	02/21/19	ADP SCREENING & SELECTION SVC.	08	76.38
50083	02/21/19	ADS LLC	30	13,286.00
50084	02/21/19	ALL AMERICAN SEWER SERVICE INC	32	18,545.00
50085	02/21/19	AMERICAN INDUSTRIAL SUPPLY	32	1,978.10
50086	02/21/19	AMERICAN WEAR	32	1,061.74
50087	02/21/19	APPLIED ANALYTICS, INC.	28	7,853.78
50088	02/21/19	AQUA PRO-TECH LABORATORIES	41	6,452.00
50089	02/21/19	ATLANTIC ANALYTICAL LABORATORY	41	4,820.00
50090	02/21/19	BAI LAR INTERIOR SERVICES, INC	13	469.80
50091	02/21/19	B & B DISPOSAL	32	1,350.00
50092	02/21/19	BOWCO LABORATORIES, INC.	32	63.00
50093	02/21/19	JOHN BUONOCORE	13	74.07
50094	02/21/19	CDM SMITH, INC.	05	1,395.83
50095	02/21/19	CDW GOVERNMENT, INC.	13/27	2,419.28
50096	02/21/19	CITY OF RAHWAY	32	224.00
50097	02/21/19	CONFIRE FIRE PROTECTION	31	793.00
50098	02/21/19	COOPER ELECTRIC SUPPLY CO.	32	81.64
50099	02/21/19	DAVID WEBER OIL COMPANY	32	602.00
50100	02/21/19	DELTA DENTAL OF NEW JERSEY INC	03	7,021.97
50101	02/21/19	ENVIRONMENTAL COMPLIANCE	41	6,602.50
50102	02/21/19	ENVIRONMENTAL RESOURCE ASSOC.	40	959.92
50103	02/21/19	EPIC - A SYNAGRO COMPANY	25	67,029.61
50104	02/21/19	EVOQUA WATER TECHNOLOGIES, LLC	40	513.00
50105	02/21/19	FACTORY DIRECT PIPELINE	32	823.62
50106	02/21/19	FIRST LIGHT TECHNOLOGIES, INC.	34	36,943.71
50107	02/21/19	FISHER SCIENTIFIC	40	3,832.33
50108	02/21/19	FLEXLINE	32	1,999.95
50109	02/21/19	FLOW-MATICS INC.	32	1,050.00
50110	02/21/19	FOLEY, INCORPORATED	28	21,105.47
50111	02/21/19	CODY GEARDINO	31	125.00
50112	02/21/19	GP JAGER INC.	32	6,501.32

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
50113	02/21/19	GRAINGER	31/32	3,903.06
50114	02/21/19	GREAT LAKES ENVIRONMENTAL	41	1,230.22
50115	02/21/19	GREENBAUM, ROWE, SMITH & DAVIS	07	10,088.40
50116	02/21/19	JOANNE GRIMES	13	20.56
50117	02/21/19	HACH COMPANY	40	2,132.14
50118	02/21/19	IMPACT COMPUTERS & ELECTRONICS	27	136.52
50119	02/21/19	INDEPENDENT OVERHEAD DOOR CO.	32	370.00
50120	02/21/19	INDUSTRIAL RUBBER COMPANY	32	2,730.50
50121	02/21/19	INFOCORE LLC	06	4,000.00
50122	02/21/19	INGERSOLL RAND COMPANY	32	892.88
50123	02/21/19	INTELEPEER CLOUD COMMUNICATION	11	434.57
50124	02/21/19	INTERNATIONAL TIRE & PARTS	35	1,633.02
50125	02/21/19	JERSEY ELEVATOR COMPANY INC.	32	2,166.17
50126	02/21/19	JOE ROMER TROPHY SHOP	13	65.88
50127	02/21/19	KAMAN INDUSTRIAL TECHNOLOGIES	32	328.21
50128	02/21/19	LYONS ENVIRONMENTAL SERVICES	42	5,220.00
50129	02/21/19	MAINTAINCO INC	32	390.93
50130	02/21/19	MAIN POOL & CHEMICAL INC	29	4,752.00
50131	02/21/19	SERGIO MATOS	32	894.00
50132	02/21/19	MCMASTER-CARR SUPPLY CO.	28/32	6,737.32
50133	02/21/19	MECHANICAL SERVICE CORP.	32	497.50
50134	02/21/19	MEDICAL EXPRESS	31	2,112.00
50135	02/21/19	MIRACLE CHEMICAL COMPANY	29	3,057.05
50136	02/21/19	STEPHEN MOREIRA	31	125.00
50137	02/21/19	MOTION INDUSTRIES, INC.	32	583.50
50138	02/21/19	NES COMPANY, INC,	32	2,216.80
50139	02/21/19	COLOGIX	11	294.00
50140	02/21/19	NJ ADVANCE MEDIA	12	110.05
50141	02/21/19	NJ GMIS TEC FOUNDATION	31	50.00
50142	02/21/19	NJ MOTOR VEHICLE COMMISSION	35	162.50
50143	02/21/19	NJ WATER ENVIRONMENT ASSOC.	31	54.00
50144	02/21/19	NORTHEAST INDUSTRIAL TECH, INC	32	1,199.25
50145	02/21/19	NW FINANCIAL GROUP, LLC	09	487.50
50146	02/21/19	OPTIMUM CONTROLS CORP.	28	20,335.00
50147	02/21/19	ONE CALL CONCEPTS, INC.	42	29.62
50148	02/21/19	DAVID PATRICK	31	124.99
50149	02/21/19	PEREGRINE TECHNICAL SERVICES	41	28,374.00
50150	02/21/19	PETROCHOICE LUBRICATION	28	571.60
50151	02/21/19	PITNEY BOWES INC.	48	80.74
50152	02/21/19	POLYDYNE INC.	23	18,900.00
50153	02/21/19	PRAXAIR DISTRIBUTION, INC.	32	1,072.97
50154	02/21/19	PRECISION ELECTRIC MOTOR WORKS	32	2,268.67
50155	02/21/19	RARITAN SUPPLY	32	344.80
50156	02/21/19	ROBERT SAFCHINSKY	32	107.00
50157	02/21/19	SAKER SHOPRITES, INC.	49	57.11
50158	02/21/19	SHALLCROSS BOLT & SPECIALTIES	32	754.80

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
50159	02/21/19	SMITH TRACTOR & EQUIPMENT INC.	32	1,762.26
50160	02/21/19	STATE OF NEW JERSEY	18	250.00
50161	02/21/19	SUNBELT RENTALS	32	809.45
50162	02/21/19	JANICE TEIXEIRA	31	180.00
50163	02/21/19	KEVIN TIERNEY	31	125.00
50164	02/21/19	TURTLE & HUGHES INC.	32	2,811.21
50165	02/21/19	USA BLUEBOOK	32	3,593.88
50166	02/21/19	VISION SERVICE PLAN	03	1,279.59
50167	02/21/19	W. A. BIRDSALL & CO.	32	108.18
50168	02/21/19	WAGE WORKS INC.	03	90.00
50169	02/21/19	WALKER PROCESS EQUIPMENT	32	2,765.03
50170	02/21/19	WASTE MANAGEMENT OF NEW JERSEY	26	7,307.10
50171	02/21/19	WB MASON COMPANY, INC.	13	1,230.26
50172	02/21/19	WEINER LAW GROUP LLP	08	3,512.50
50173	02/21/19	ZINKAN ENTERPRISES INC.	28	5,902.87
50174	02/21/19	NES Company Inc.	32	5,125.42

Total Operating Fund Checks: 122
 Total Void Checks: 0
 Total Void Check Amount: \$0.00
 Total Operating Fund Checks Paid: \$963,174.69

OPERATING FUND	8-01	\$291,445.91
BUILDING & EQUIPMENT FUND	8-02	<u>\$31,766.08</u>
Year 2018 Total:		\$323,211.99

OPERATING FUND	9-01	\$780,055.04
BUILDING & EQUIPMENT FUND	9-02	<u>\$123,797.52</u>
Year 2019 Total:		\$903,852.56

TOTAL OF ALL FUNDS ALL YEARS: \$1,227,064.55

Open the floor to the Public for questions or comments

None.

Adjournment

As there was no further business, on motion of Mr. Rothfelder, second by Mr. Harms, the meeting adjourned at 8:12 p.m. The motion was approved by those present.

 Chairman

Joanne Grimes

 Joanne Grimes, Board Secretary

/jg