

**RAHWAY VALLEY SEWERAGE AUTHORITY**

**Summary of Minutes – Regular Meeting held January 16, 2020**

- Communications  
OPRA Request from Smart Procure  
Letter reappointing Frank Mazarella to RVSA Board
  
- Approval of Minutes  
December 12, 2019 Agenda Work Session  
December 19, 2019 Finance Committee and Regular Meetings
  
- Treasurer’s Report  
The November 2019 Treasurer’s Report was received.
  
- Executive Director’s Report  
Sewer Endorsements, Municipal Collection System Reports, and the status of various contracts.
  
- Report of Consulting Engineer  
Overview of engineering matters.
  
- Report of General Counsel  
Overview of legal matters.
  
- Committee Reports  
Reports were given by the Finance and Nominating Committees.
  
- Unfinished Business  
None.
  
- New Business  
The following action was taken: Adoption of the 2020 budget; Amend mileage reimbursement rate; Authorize purchase of Ford Pickup Truck; Authorize purchase of Ford Cargo Vans; Approval of TWA for property located in Rahway.
  
- Bills & Claims

|                               |      |                  |
|-------------------------------|------|------------------|
| OPERATING FUND                | 9-01 | \$588,892.12     |
| BUILDING & EQUIPMENT FUND     | 9-02 | <u>56,910.38</u> |
| Year 2019 Total:              |      | \$645,802.50     |
|                               |      |                  |
| OPERATING FUND                | 0-01 | \$373,611.89     |
| BUILDING & EQUIPMENT FUND     | 0-02 | <u>0.00</u>      |
| Year 2020 Total:              |      | \$373,611.89     |
|                               |      |                  |
| TOTAL OF ALL FUNDS ALL YEARS: |      | \$1,019,414.39   |

**RAHWAY VALLEY SEWERAGE AUTHORITY**  
**Regular Meeting Minutes – January 16, 2020**

The Chairman, Louis Lambe, called the meeting to order at 7:06 p.m. and asked that the recorder be turned on.

**The Chairman reads 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   |
| 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         |
| Stephen D. Greet     | for the Borough of Garwood        |
| Robert B. LaCosta    | for the Township of Scotch Plains |
| John J. Tomaine      | for the Borough of Mountainside   |

The following were also present:

|                    |  |
|--------------------|--|
| James J. Meehan    | Executive Director                       |
| Karen Musialowicz  | Secretary-Treasurer                      |
| Andrea DeCarlo     | Purchasing Agent/Board Secretary         |
| Dan Ward           | Superintendent                           |
| John Buonocore     | Chief Engineer/Asst. Superintendent      |
| Anthony Gencarelli | Manager of Regulatory Compliance         |
| Janet Thevenin     | Environmental Compliance Supervisor      |
| Dennis Estis, Esq. | General Counsel – Greenbaum, Rowe, Smith |
| Howard Matteson    | Consulting Engineer – CDM Smith          |

**Communications**

An OPRA Request for accounting records was received from Smart Procure on December 25<sup>th</sup> and replied to on January 1<sup>st</sup>.

A copy of a letter dated January 8, 2020, addressed to the Secretary of State along with a Resolution were received from Edith Merkel, RMC for the Township of Clark, as follows:

“BE IT RESOLVED by the Governing Body of the Township of Clark, County of Union, State of New Jersey that the following individual is hereby reappointed as the Township’s Representative to the Rahway Valley Sewerage Authority.

Councilman Frank G. Mazzarella; Term: February 1, 2020 – February 1, 2025.”

**Approval of Minutes**

Mr. Harms made a motion, second by Mr. Rachlin, to approve the minutes of the Agenda Work Session held December 12, 2019. The motion was approved by those present, with the exception of Mr. Mazzarella, who abstained.

Mr. Harms made a motion, second by Mr. Mazzarella, to approve the minutes of the Finance Committee and Regular Meetings held December 19, 2019. The motion was approved by those present, with the exception of Mr. Greet, Mr. LaCosta, & Mr. Tomaine, who abstained.

**Report of Treasurer**

The Treasurer’s Report for November 2019 has been received and distributed to the Commissioners.

**Report of Executive Director**

Sewer Treatment Endorsements

The following is a list of Sewer Treatment Endorsements processed between 12/17/19 and 01/14/20. A copy of the log sheet with additional information related to these applications has been distributed for your reference.

| <b>2019-2020 Treatment Endorsement Permits 0-1999 gpd</b> |   |    |   |    |             |   |                     |
|---|---|----|---|----|-------------|---|---------------------|
| <b>RVSA Number</b>  |   |    |   |    | <b>Date</b> | <b>Applicant's Name</b>                 | <b>Municipality</b> |
| 2464  | - | 19 | - | RW | 12/19/19    | April Bauknight                         | Rahway              |
| 2465  | - | 20 | - | KW | 01/02/20    | Vincent Papparatto / Papparatto Constr. | Kenilworth          |
| 2466  | - | 20 | - | KW | 01/06/20    | Jose Rebelo                             | Kenilworth          |
| 2467  | - | 20 | - | KW | 01/09/20    | Scott Pentz                             | Kenilworth          |
| 2468  | - | 20 | - | WF | 01/13/20    | Lisa & Ronan Curran                     | Westfield           |

Municipal Monthly Collection System Reports

The following Collection System Reports were received since the last regular meeting:  
 Township of Clark – December 2019  
 Borough of Garwood – December 2019

Borough of Kenilworth – December 2019  
Borough of Mountainside – December 2019  
City of Rahway – November & December 2019  
Borough of Roselle Park – November 2019  
Township of Scotch Plains – December 2019  
Town of Westfield – December 2019  
Township of Woodbridge – November 2019

Mr. Meehan stated he was pleased to hear about Kenilworth eliminating some I&I in a strip mall, which was mentioned in their report. He also stated he is glad to see these reports coming in regularly and on time.

#### Plant O&M Update

Mr. Meehan stated there were 4-5 days of Dryer downtime due to issues with the transporter but it is now back up and running. He also added that currently the Authority is generating approximately 50% of its energy with digester gas, which is encouraging. Mr. Rothfelder asked what the issue was with the transporter. Mr. Ward explained that the transporter was clogged which resulted from a combination of problems, however this issue is currently being looked into. Mr. Meehan added that there were also some heating issues; however, he believes the cause has been identified.

#### Collection System O&M Update

Mr. Meehan stated that Mr. Buonocore handed out new User Charge Reports and asked if anyone had questions.

Mr. Beiner pointed out that the numbers have dropped significantly although no I&I work has been done. Since only the meters have changed, he stated, the numbers being reported must be bogus. He stated that Kenilworth is willing to pay its fair share however he would like the RVSA to waive his Kenilworth's \$60,000 fine. Mr. Meehan stated that the same meter is being used as in prior years.

Mr. Buonocore stated that metering is not an exact science; and some inaccuracies in flow rights are due to meter sensitivity. However, he stated, Kenilworth's numbers are not unprecedented. Mr. Buonocore also stated that the fine does not get paid to RVSA; rather it is to be used for the town to perform I&I work.

Mr. Buonocore pointed out that Kenilworth reported discovering cross connections; and there might be several others that have not yet been discovered.

Mr. Mazzarella stated it is possible that Merck has cross connections going into Kenilworth. Mr. Meehan replied that this is something the City Engineer would have to investigate. Mr. Mazzarella suggested that Kenilworth perform an in-depth study to determine if more cross connections exist.

Mr. Meehan noted that the meter being used is the same meter that was used for the 2018 metering year.

Mr. Lambe asked if any feedback was received from Flow Assessment Services. Mr. Gencarelli replied that there was an error at Meter 2, as it was found to be a bit higher.

Mr. Furci asked what other factors beside the meter might cause this type of variation; Mr. Buonocore stated that the amount of rainfall has an impact.

Mr. Buonocore stated that in 2019, Kenilworth had six violations compared to zero in 2020. Mr. Rothfelder asked if there were system-wide violations occurring in that same period, and Mr. Buonocore replied yes. He stated that all towns had more violations in the first three months of the prior metering year than in the first three months of the current metering year.

Mr. Lambe stated that around eight towns are in a similar predicament; however the 5% errors across the board will come to be more precise over time. He stated the real issue is that the data was less accurate in the past.

Mr. Furci pointed out that \$60,000 is not a lot of money for I&I and luckily this is not an actual fine.

Mr. Gelin stated that the Agreement needs to be updated. Mr. Lambe concurred, stating that this should be made a priority as the current agreement is antiquated and appears to be born out of mistrust. Mr. Meehan stated that this will take some time but the work group will definitely come up with a solution. Mr. Estis stated that the group must figure out how to encourage towns to do I&I work.

Mr. Greet asked if the five-year moving average can be extended to a period of eight years. Mr. Meehan replied that this was considered, however it would take longer to remove the larger numbers from the equation and therefore it would not be much of a help. Mr. Lambe added that five years is the industry standard.

Mr. Mazzarella stated that allowing the towns to spend the money on the work rather than in fines is great; however, he agrees that the municipal agreement must be changed, and the communities must be proactive.

Mr. Meehan stated that while the work group is on the right path, this is going to take a bit of time.

#### Contract #175 – Tomar Construction Update

Mr. Meehan stated that he, Mr. Buonocore, and Mr. Matteson had sat down with Tomar.

Mr. Buonocore stated that the contractor has made progress on the AIS requirements which is good news. He added that the claim has not moved, and he would like to sit down with Tomar's higher ups; however the owner is currently out of the country. He added that there are four or five items that are not in dispute which he would like to pay; however Tomar would need to submit a pay application and they are hesitant to do that.

Mr. Tomaine asked if there have been any issues with subcontractors not being paid; Mr. Buonocore replied that he has not been made aware of any such issues.

#### Clean Energy/Special Project Update

Mr. Meehan stated there are no new updates as he is still awaiting comments on the draft MOU.

#### 2020 Budget

The 2020 Budget was approved by the State of New Jersey; and action to adopt it is on the agenda under New Business.

#### RFP for Contract #2016 – Biosolids Hauling & Beneficial Use

Follow up questions were sent to the proposers, and the Authority met with each of them last week to discuss. Written responses to the questions were received yesterday and are currently being reviewed.

Mr. Meehan stated that the proposers were asked for their Best and Final Offers which are due on Tuesday; and the numbers received so far are very encouraging.

#### Purchase of Vehicles

Ed Kochick, Maintenance Manager, is seeking to purchase three new vehicles. One pick-up truck will be used by the Maintenance Coordinator. The 2020 Ford F-250 Super Cab 4x4 Pick Up is available under the Morris County Co-op Contract #15-C, from DFFLM, LLC, T/A Ditschman/Flemington Ford of Flemington, NJ, for a total purchase price of \$29,713.00. Two vans are needed for the Instrumentation Technician and the Maintenance fleet. The 2020 Ford T-150 Cargo Vans are also available from DFFLM under NJ State Contract #88211, at a cost of \$22,978.00 each, total purchase price \$45,956.00. The Purchasing Agent has reviewed these requests and recommends approval. Resolutions are on the agenda under New Business.

Mr. Mazzarella asked if these vehicles would be used on-site or off-site; Mr. Meehan replied that only one of the three would be used off-site. Mr. Greet asked what the net

increase in vehicles will be; Mr. Meehan replied that one vehicle would be added to the fleet.

Mr. Meehan stated there have been several issues with the current Executive Director vehicle. He mentioned that oil leaks were discovered after the most recent oil change. Also, the vehicle has had several computer glitches, transmission trouble, and problems with the air conditioning. Mr. Meehan stated he would like to trade this in for a more reliable vehicle, preferably a pickup truck, so it can eventually be added into the Authority's fleet. Mr. Rothfelder stated that he agrees with this purchase, as he believes the Executive Director should have a vehicle that is reliable and utilitarian.

#### Mileage Reimbursement

The IRS has updated its annual mileage reimbursement amount to 57.5 cents per mile and therefore a resolution is on the agenda, retroactive to January 1, 2020, reflecting this change.

#### Sewer Endorsement

The Authority received a Treatment Works Application (TWA) from the Jacobs Engineering Group on behalf of Merck Sharp & Dohme Corporation, for property located at 126 Lincoln Avenue in Rahway. The application is for the construction of a new 93,823 sq. ft. pharmaceutical Research & Development facility, of which 85,735 sq. ft. will be used for R&D and 8,088 sq. ft. for office space. The proposed discharge from the property is 27,400 gpd (0.0274 mgd) of flow. The application was reviewed by John Buonocore, Chief Engineer, who found it to be in order. Action to approve this application is on the agenda under New Business.

#### Commissioner Harassment Training Session

The harassment training session originally scheduled for January 9<sup>th</sup> has been rescheduled to February 20<sup>th</sup>, 2020, prior to the Regular Meeting at 6:15 p.m.

#### Monthly Reports

The IPP, Flow Rights, User Charge, and Operations Reports were forwarded to the Commissioners.

#### **Report of Consulting Engineer**

Howard Matteson, of CDM Smith, submitted the following report for work activities during the month of December 2019.

- A. Retainer Services  
During the period, CDM Smith prepared the monthly report for December 2019 and attended the December 2019 Agenda Work Session.
- B. Miscellaneous Engineering Services  
During the period, CDM Smith performed the following:
- Continued to coordinate with staff regarding questions from bidders related to the weigh scale replacement.
  - Coordinated with staff regarding possible options for performing in house location of the Authority's interceptor along the Rahway River adjacent to the Allen Street Siphon.
- C. Digester Covers and Waste Gas Burner Replacement – Design, Bidding, and Construction  
During the period, CDM Smith performed the following:
- Continued to coordinate with staff in responding to Contractor claim request. There was limited activity during the month as Tomar collected information per RVSA's most recent request.
- D. Riverwalk Siphon Rehabilitation  
No activity during the period.

Mr. Meehan added that he had recently sat down with Mr. Matteson to discuss alternatives for a redundant dryer; and Mr. Matteson is currently exploring the possibilities.

### **Report of General Counsel**

Dennis Estis, General Counsel from the firm Greenbaum, Rowe, Smith & Davis, submitted the following report for the period December 9, 2019 through January 16, 2020.

1. General
- A. Flow Rights  
As of today, I had received communications from six of the towns who had exceeded their flow rights. All six agreed to waive their hearings and demonstrate that each has or will expend sufficient dollars to meet the required criteria. Clark advised me that it is in the process of preparing its written response.

Mr. Estis shared with the Board the report that Commissioner Gelin had submitted for the Township of Woodbridge. He stated it is a perfect



example of exactly what he is looking for. He also mentioned that Woodbridge is spending about \$5 million in I&I work per year.

B. Local Contracts Law/Open Public Meetings Act  
No change.

C. QDI Monitoring

I have been advised by QDI's attorney that the testing last month was to collect preliminary surface geophysical data. The contractor involved in that testing is currently preparing its report and we will be provided a copy when it is completed. The LSRP from Langan requested permission to go onto the plant grounds to drill ground water monitoring wells and conduct hydroprobe work. I asked John Buonocore to coordinate this work. The work is the same as what was originally scheduled for December 9 through December 11, 2019. Those dates were postponed. The locations of the wells to be dug will be cleared of any underground utilities. The Commissioners approved the amendment to QDI's access contract, but I need to revise the amendment to identify the new LSRP.

Mr. Estis stated he would provide Ms. DeCarlo with new amendment, as the last one listed the previous LSRP. He stated a new resolution would not be necessary.

2. Siphon - Rahway – Union County Park

John Buonocore is monitoring the Agreement. When I receive the metes and bounds description, I will finish preparing the necessary easement.

3. Occidental Chemical

No change.

4. Metro Compliance

Janet Thevenin has advised that Metro II is current on its payments, but it has failed to execute the Settlement Agreement.

Ms. Thevenin reported that she will be meeting at Metro's office next week; and they have given her a verbal indication that they would sign the Agreement.

5. Personnel

I will be removing this from my list.

6. Commissioners' Insurance

A few months ago, I raised a question as whether the Commissioners were covered by Officers & Directors Insurance. Over the course of the last several months I have been in communication with Brian Erlandsen, Vice President of

BGIA, the Authority’s Insurance Agent. As a result of my conversations with Brian and his providing me with information related to the RVSA’s existing policies, I am satisfied that the Commissioners are covered for \$1 million / \$3 million (plus a \$10 million umbrella). This policy is a Public Official Liability Insurance Policy protecting Commissioners from errors and omissions. Brian was also satisfied that Jim Meehan and his executive staff are also covered.

Mr. Gelin asked what this policy meant for Commissioners. Mr. Estis explained that if a Commissioner is sued individually, this policy protects the Authority from having to pay an attorney to represent him or her.

Mr. Greet asked if the Union has signed a contract yet; Mr. Meehan replied that they have not. Mr. Greet asked if they will be compensated retroactively once it is signed; Mr. Meehan stated that is not in the agreement. Mr. Furci asked if there is a written agreement with the Union and Mr. Meehan replied that there is but it has not yet been ratified.

**Committee Reports**

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

| <b>Committee</b> | <b>Committee Chairman</b> | <b>2/2019-2/2020 Committee Members</b> |                  |                   |
|------------------|---------------------------|--|------------------|-------------------|
| Engineering      | Michael Gelin             | Loren Harms                            | Michael Furci    | Robert LaCosta    |
| Finance          | Loren Harms               | Robert Beiner                          | Frank Mazzarella | Martin Rothfelder |
| Legal            | Martin Rothfelder         | Michael Gelin                          | Robert Rachlin   | John Tomaine      |
| Personnel        | Stephen Greet             | Robert LaCosta                         | Robert Rachlin   | Frank Mazzarella  |
| Nominating       | John Tomaine              | Robert Beiner                          | Michael Furci    | Stephen Greet     |

Engineering Committee (Michael Gelin, Committee Chairman)

No report.

Finance Committee (Loren Harms, Committee Chairman)

The Finance Committee met earlier this evening to review the Bills & Claims; and action is on the agenda under Bills & Claims.

Legal Committee (Martin Rothfelder, Committee Chairman)

No report.

Personnel Committee (Stephen Greet, Committee Chairman)

No report.

Nominating Committee (John Tomaine, Committee Chairman)

I have discussed the nominations for the 2020 reorganization with the Board Secretary. The Committee will provide its recommendations prior to the February 20<sup>th</sup> reorganization meeting.

**Unfinished Business**

None.

**New Business**

Mr. Harms to offer two resolutions.

1. **Resolution #20-01** – Adoption of the 2020 Budget

Motion: Mr. Harms  
 Second: Mr. Mazzarella

Roll Call Vote:

| <b>Municipality</b> | <b>Ayes</b> | <b>Nays</b> | <b>Abstain</b> | <b>Absent</b> |
|---------------------|-------------|-------------|----------------|---------------|
| Clark               | x           |             |                |               |
| Cranford            | x           |             |                |               |
| Garwood             | x           |             |                |               |
| Kenilworth          | x           |             |                |               |
| Mountainside        | x           |             |                |               |
| Rahway              | x           |             |                |               |
| Roselle Park        | x           |             |                |               |
| Scotch Plains       | x           |             |                |               |
| Springfield         | x           |             |                |               |
| Westfield           | x           |             |                |               |
| Woodbridge          | x           |             |                |               |
| <b>Total</b>        | <b>11</b>   | <b>-</b>    | <b>-</b>       | <b>-</b>      |

As the roll call vote was 11-0, the motion passed.

**RESOLUTION #20-01**

FISCAL YEAR JANUARY 1, 2020 TO DECEMBER 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Rahway Valley Sewerage Authority for the fiscal year beginning, January 1, 2020 and ending December 31, 2020 has been presented for adoption before the governing body of the Rahway Valley Sewerage Authority at its open public meeting of January 16, 2020; 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 \$28,021,500.00, Total Appropriations, including any Accumulated Deficit, if

any, of \$28,771,500.00, and Total Unrestricted Net Position utilized of \$750,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$4,617,000.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Rahway Valley Sewerage Authority, at an open public meeting held on January 16, 2020 that the Annual Budget and Capital Budget/Program of the Rahway Valley Sewerage Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

2. **Resolution #20-02** – Amending the mileage reimbursement rate to \$0.575/mile per the IRS tax guidelines for the 2020 year

Motion: Mr. Harms

Second: Mr. Greet

Mr. Rothfelder asked if a generic resolution can be passed to always use the current IRS rate. Mr. Estis replied yes, and stated he would write up a resolution regarding same for next year. The motion was approved by those present.

### **RESOLUTION #20-02**

WHEREAS the Rahway Valley Sewerage Authority reimburses its employees for work related travel in their personal vehicles; and

WHEREAS, annually the IRS provides the rate at which reimbursement shall be made for said travel; and

WHEREAS, the IRS has amended its rate from \$0.58 to \$0.575, effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Rahway Valley Sewerage Authority that they hereby approve the amended rate of \$0.575 per mile as per the IRS tax guidelines for the calendar year 2020.

Mr. Mazzarella to offer two resolutions.

1. **Resolution #20-03** – Authorizing the purchase of (1) Ford F-250 Pickup Truck from DFFLM, LLC through the Morris County Cooperative Contract #15-C

Motion: Mr. Mazzarella

Second: Mr. Harms

The motion was approved by those present.

**RESOLUTION #20-03**

WHEREAS, the Rahway Valley Sewerage Authority (“Authority”), pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Authority has the need to purchase one (1) 2020 Ford F-250 Pickup Truck for use by the Maintenance Department; and

WHEREAS, this vehicle is available for purchase under the Morris County Cooperative Pricing Council, Contract #15-C, from DFFLM, LLC, T/A Ditschman/Flemington Ford in the amount of \$29,713.00; and

WHEREAS, the Secretary-Treasurer of the Authority, who is the Chief Financial Officer, hereby certifies that the necessary funds for said purchase are available in the 2020 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Rahway Valley Sewerage Authority hereby authorize the purchase of (1) Ford F-250 Pickup Truck from DFFLM, LLC of Flemington, NJ in the amount of \$29,713.00.

2. **Resolution #20-04** – Authorizing the purchase of (2) Ford T-150 Cargo Vans from DFFLM, LLC through NJ State Contract #88211

Motion: Mr. Mazzarella

Second: Mr. Harms

The motion was approved by those present.

**RESOLUTION #20-04**

WHEREAS, the Rahway Valley Sewerage Authority (“Authority”), pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Authority has the need to purchase two (2) 2020 Ford T-150 Cargo Vans for use by the Instrumentation Technician and the Maintenance Department; and

WHEREAS, said vehicles are available for purchase under the New Jersey State Contract #88211 from DFFLM, LLC, T/A Ditschman/Flemington Ford, in the amount of \$22,978.00 each, for a total purchase price of \$45,956.00; and

WHEREAS, the Secretary-Treasurer of the Authority, who is the Chief Financial Officer, hereby certifies that the necessary funds for said purchase are available in the 2020 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Rahway Valley Sewerage Authority hereby authorize the purchase of (2) Ford T-150 Cargo Vans from DFFLM, LLC of Flemington, NJ for a total cost of \$45,956.00.

Mr. Rachlin to offer one resolution.

1. **Resolution #20-05** – Approval of a TWA submitted on behalf of Merck Sharp & Dohme Corporation for property located in Rahway

Motion: Mr. Rachlin  
Second: Mr. LaCosta

The motion was approved by those present.

**RESOLUTION #20-05**

WHEREAS, Jacobs Engineering submitted a Treatment Works Application on behalf of the Merck Sharp & Dohme Corporation, for property located at 126 Lincoln Avenue in Rahway, New Jersey; and

WHEREAS, the application is for the construction of a new 93,823 sq. ft. pharmaceutical Research & Development facility, of which 85,735 sq. ft. will be used for R&D and 8,088 sq. ft. for office space; and

WHEREAS, the connection will generate an approximate discharge of 27,400 gpd (0.0274 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.

**Bills and Claims****Mr. Harms to offer one motion.**

Motion that the following bills and claims previously reviewed by the Finance Committee be ordered paid.

Motion: Mr. Harms  
Second: Mr. Rachlin

The motion was approved by those present.

**BUILDING & EQUIPMENT FUND**

| CHECK | DATE     | VENDOR                         | LINE/ACCT | AMOUNT    |
|-------|----------|--------------------------------|-----------|-----------|
| 3227  | 01/16/20 | IEP TECHNOLOGIES, LLC          | 127       | 3,700.00  |
| 3228  | 01/16/20 | GREENBAUM, ROWE, SMITH & DAVIS | 140.2     | 67.50     |
| 3229  | 01/16/20 | HAWKINS, DELAFIELD & WOOD LLP  | 140.2     | 1,220.00  |
| 3230  | 01/16/20 | KISTLER O'BRIEN                | 127       | 12,137.88 |
| 3231  | 01/16/20 | SHERWOOD-LOGAN & ASSOCIATES    | 140.3     | 39,785.00 |

Total Building & Equipment Fund Checks: 5

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$56,910.38

**OPERATING FUND - MANUAL**

| CHECK | DATE     | VENDOR                   | LINE/ACCT | AMOUNT     |
|-------|----------|--------------------------|-----------|------------|
| 318   | 01/03/20 | NJ STATE HEALTH BENEFITS | 03/04     | 108,088.19 |

Total Operating Fund Manual Checks: 1

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Operating Fund Manual Checks Paid: \$108,088.19

**OPERATING FUND**

| CHECK | DATE     | VENDOR                         | LINE/ACCT | AMOUNT     |
|-------|----------|--------------------------------|-----------|------------|
| 51496 | 12/23/19 | THE BANK OF NEW YORK MELLON    | 09        | 2,200.00   |
| 51497 | 12/27/19 | RAHWAY VALLEY S.A. - PAYROLL   | 01/02     | 211,049.11 |
| 51498 | 01/02/20 | DELTA DENTAL OF NEW JERSEY INC | 03        | 6,631.35   |
| 51499 | 01/02/20 | ELIZABETHTOWN GAS              | 22        | 2,528.37   |
| 51500 | 01/02/20 | UNUM LIFE INSURANCE COMPANY    | 03        | 1,155.95   |
| 51501 | 01/02/20 | VISION SERVICE PLAN            | 03        | 1,329.77   |
| 51502 | 01/09/20 | ELIZABETHTOWN GAS              | 22        | 4,033.14   |
| 51503 | 01/09/20 | RAHWAY VALLEY S.A. - PAYROLL   | 01/02     | 224,389.29 |
| 51504 | 01/09/20 | UGI ENERGY SERVICES, LLC       | 22        | 3,568.99   |
| 51505 | 01/09/20 | HOME DEPOT CREDIT SERVICES     | 32        | 124.65     |
| 51506 | 01/09/20 | NJ MANUFACTURERS INSURANCE CO. | 17        | 13,800.00  |
| 51507 | 01/09/20 | PURCHASE POWER                 | 48        | 520.99     |

| CHECK | DATE     | VENDOR                         | LINE/ACCT | AMOUNT    |
|-------|----------|--------------------------------|-----------|-----------|
| 51508 | 01/16/20 | ACCREDITED ANALYTICAL RESOURCE | 40        | 378.00    |
| 51509 | 01/16/20 | ADP, LLC.                      | 16        | 2,221.26  |
| 51510 | 01/16/20 | ADVANTECH CORPORATION          | 28        | 1,221.50  |
| 51511 | 01/16/20 | ALL AMERICAN SEWER SERVICE INC | 32        | 8,240.00  |
| 51512 | 01/16/20 | ACV ENVIRO APV                 | 40        | 2,368.74  |
| 51513 | 01/16/20 | AMERICAN WEAR                  | 32/49     | 1,220.42  |
| 51514 | 01/16/20 | AQUA PRO-TECH LABORATORIES     | 41        | 5,163.00  |
| 51515 | 01/16/20 | ASSOCIATION OF ENVIRONMENTAL A | 52        | 6,136.00  |
| 51516 | 01/16/20 | ATLANTIC ANALYTICAL LABORATORY | 41        | 2,460.00  |
| 51517 | 01/16/20 | B & B DISPOSAL                 | 32        | 675.00    |
| 51518 | 01/16/20 | BOWCO LABORATORIES, INC.       | 32        | 63.00     |
| 51519 | 01/16/20 | BRIDGESTONE HOSEPOWER, LLC     | 32        | 670.00    |
| 51520 | 01/16/20 | BUYWISE AUTO PARTS             | 35        | 138.78    |
| 51521 | 01/16/20 | CDW GOVERNMENT, INC.           | 27        | 26.05     |
| 51522 | 01/16/20 | CITY OF RAHWAY - UNITED WATER  | 33        | 8,713.14  |
| 51523 | 01/16/20 | CONFIRE FIRE PROTECTION        | 31        | 793.00    |
| 51524 | 01/16/20 | PAUL DMYD                      | 31        | 119.28    |
| 51525 | 01/16/20 | ENVIRONMENTAL COMPLIANCE       | 41        | 5,255.00  |
| 51526 | 01/16/20 | EPIC - A SYNAGRO COMPANY       | 25        | 46,507.86 |
| 51527 | 01/16/20 | ELIZABETHTOWN GAS              | 22        | 11,294.39 |
| 51528 | 01/16/20 | IEP TECHNOLOGIES, LLC          | 28        | 6,455.38  |
| 51529 | 01/16/20 | FISHER SCIENTIFIC              | 40        | 3,176.78  |
| 51530 | 01/16/20 | FOLEY, INCORPORATED            | 28        | 81,805.50 |
| 51531 | 01/16/20 | GRAYBAR ELECTRIC CO., INC.     | 32        | 387.15    |
| 51532 | 01/16/20 | GREENBAUM, ROWE, SMITH & DAVIS | 07        | 2,675.00  |
| 51533 | 01/16/20 | JOANNE GRIMES                  | 04        | 813.00    |
| 51534 | 01/16/20 | HACH COMPANY                   | 40        | 2,746.27  |
| 51535 | 01/16/20 | HAWKINS, DELAFIELD & WOOD LLP  | 08        | 19,273.14 |
| 51536 | 01/16/20 | HAYES PUMP INC.                | 32        | 720.00    |
| 51537 | 01/16/20 | HYDRO SERVICE & SUPPLIES, INC. | 40        | 4,192.05  |
| 51538 | 01/16/20 | INTELEPEER CLOUD COMMUNICATION | 11        | 434.57    |
| 51539 | 01/16/20 | JERSEY ELEVATOR COMPANY INC.   | 32        | 378.15    |
| 51540 | 01/16/20 | MAGELLAN BEHAVIORAL HEALTH     | 03        | 445.20    |
| 51541 | 01/16/20 | MAINTAINCO INC                 | 32        | 639.10    |
| 51542 | 01/16/20 | MAIN POOL & CHEMICAL INC       | 29        | 2,112.00  |
| 51543 | 01/16/20 | SERGIO MATOS                   | 31        | 125.00    |
| 51544 | 01/16/20 | NJAW HYDRANT METER C/O MMSI    | 42        | 922.90    |
| 51545 | 01/16/20 | JAMES J. MEEHAN                | 35        | 74.58     |
| 51546 | 01/16/20 | MIDDLESEX WATER COMPANY        | 33        | 1,310.57  |
| 51547 | 01/16/20 | MILLER MECHANICAL SERVICES     | 32        | 550.00    |
| 51548 | 01/16/20 | MIRACLE CHEMICAL COMPANY       | 29        | 1,377.35  |
| 51549 | 01/16/20 | MRI SERVICES                   | 32        | 42.00     |
| 51550 | 01/16/20 | COLOGIX                        | 11        | 294.00    |
| 51551 | 01/16/20 | NJ ADVANCE MEDIA               | 12        | 577.09    |
| 51552 | 01/16/20 | STATE OF NJ BUREAU OF REVENUE  | 37        | 4,550.00  |
| 51553 | 01/16/20 | NJ WATER ASSOCIATION           | 52        | 425.00    |
| 51554 | 01/16/20 | NORTHEAST INDUSTRIAL TECH, INC | 32        | 7,387.44  |



| CHECK | DATE     | VENDOR                         | LINE/ACCT | AMOUNT    |
|-------|----------|--------------------------------|-----------|-----------|
| 51555 | 01/16/20 | OPTIMUM CONTROLS CORP.         | 28        | 3,224.00  |
| 51556 | 01/16/20 | ONE CALL CONCEPTS, INC.        | 32        | 20.40     |
| 51557 | 01/16/20 | PITNEY BOWES INC.              | 48        | 135.00    |
| 51558 | 01/16/20 | ROBERT POLTZ                   | 32        | 15.98     |
| 51559 | 01/16/20 | POLYDYNE INC.                  | 28        | 2,418.00  |
| 51560 | 01/16/20 | PRAXAIR DISTRIBUTION, INC.     | 32        | 537.23    |
| 51561 | 01/16/20 | PRECISION ELECTRIC MOTOR WORKS | 32        | 3,248.00  |
| 51562 | 01/16/20 | PSE&G COMPANY                  | 19        | 99,158.67 |
| 51563 | 01/16/20 | PUMPING SERVICES, INC.         | 32        | 3,139.20  |
| 51564 | 01/16/20 | QUALITY CONTROLS, INC.         | 32        | 1,250.00  |
| 51565 | 01/16/20 | ROBERT I. RACHLIN              | 49        | 143.12    |
| 51566 | 01/16/20 | RADWELL INTERNATIONAL, INC.    | 32        | 2,422.09  |
| 51567 | 01/16/20 | TOWNSHIP OF RANDOLPH           | 52        | 1,100.00  |
| 51568 | 01/16/20 | FRANCISCO RIVERA, JR.          | 31        | 119.99    |
| 51569 | 01/16/20 | PETTY CASH                     | 14        | 24.30     |
| 51570 | 01/16/20 | SAKER SHOPRITES, INC.          | 49        | 21.70     |
| 51571 | 01/16/20 | SCIENTIFIC WATER CONDITIONING  | 32        | 565.00    |
| 51572 | 01/16/20 | SUNBELT RENTALS                | 32        | 790.56    |
| 51573 | 01/16/20 | TAYLOR OIL CO., INC.           | 24        | 2,382.00  |
| 51574 | 01/16/20 | TELEDYNE INSTRUMENTS, INC.     | 43        | 255.00    |
| 51575 | 01/16/20 | UGI ENERGY SERVICES, LLC       | 22        | 6,653.88  |
| 51576 | 01/16/20 | USA BLUEBOOK                   | 32        | 1,749.00  |
| 51577 | 01/16/20 | VERIZON                        | 27        | 1,618.57  |
| 51578 | 01/16/20 | VERIZON                        | 11        | 16.62     |
| 51579 | 01/16/20 | WASTE MANAGEMENT OF NEW JERSEY | 26        | 2,161.50  |
| 51580 | 01/16/20 | WB MASON COMPANY, INC.         | 13        | 532.21    |
| 51581 | 01/16/20 | WEINER LAW GROUP LLP           | 08        | 279.00    |
| 51582 | 01/16/20 | WINDSTREAM COMMUNICATIONS      | 11        | 1,549.55  |

Total Operating Fund Checks: 87  
 Total Void Checks: 0  
 Total Void Check Amount: \$0.00  
 Total Operating Fund Checks Paid: \$854,415.82

|                                      |             |                         |
|--------------------------------------|-------------|-------------------------|
| <b>OPERATING FUND</b>                | <b>9-01</b> | <b>\$588,892.12</b>     |
| <b>BUILDING &amp; EQUIPMENT FUND</b> | <b>9-02</b> | <b><u>56,910.38</u></b> |
| <b>Year 2019 Total:</b>              |             | <b>\$645,802.50</b>     |

|                                      |             |                      |
|--------------------------------------|-------------|----------------------|
| <b>OPERATING FUND</b>                | <b>0-01</b> | <b>\$373,611.89</b>  |
| <b>BUILDING &amp; EQUIPMENT FUND</b> | <b>0-02</b> | <b><u>\$0.00</u></b> |
| <b>Year 2020 Total:</b>              |             | <b>\$373,611.89</b>  |

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**TOTAL OF ALL FUNDS ALL YEARS:** **\$1,019,414.39**

**Open the floor to the Public for questions or comments**

Mr. Rothfelder stated his term as Commissioner is ending as of this meeting and he has asked the Mayor to select another appointee; therefore, this would be his last meeting. He added that he would like to thank the Commissioners and staff for putting up with all of his questions and stated he has enjoyed serving on the RVSA Board. He stated he is particularly impressed with the staff and how efficiently the Authority is run. Several Commissioners and staff members extended thanks and well wishes to Mr. Rothfelder.

Mr. Beiner asked if Agenda Meetings could be held at 6:00 p.m., prior to the Regular Meetings, so that the Commissioners only need to attend one night per month. Mrs. Musialowicz stated that having both meetings back to back would present a problem with preparing the resolutions.

Mr. Mazzarella stated that the original intention of the Work Session was a Committee meeting and not all Commissioners are required to attend. Therefore, perhaps Committee meetings can be held at 6:00 p.m. and Regular Meetings can then take place at 6:30 or 7:00 p.m.

Mr. Estis suggested changing the time of the Agenda Work Sessions but leaving the Regular Meetings at 7:00 p.m. as scheduled.

Mr. Mazzarella stated there is no obligation for Commissioners to attend Committee Meetings if they are not associated with that Committee. Mr. Gelin stated that these meetings are now Agenda Sessions and are for all of the Commissioners.

Mr. Beiner stated he would prefer to have both meetings on the same night, beginning at 6:00 p.m. Mr. Mazzarella stated this would make it difficult to put the agendas together. Mr. Beiner stated that Kenilworth has work sessions and council meetings on the same night.

Mr. Meehan stated that the Authority's meetings have evolved over time; originally Engineering Committee Meetings were necessary the week prior to Regular Meetings since there was a lot of construction going on in the plant. Therefore, there was a need to discuss engineering matters in advance so the resolutions could be prepared and be approved at the following meeting. He stated he recognizes the Authority does not need Engineering or Agenda Meetings every month, so he tries to keep them to a minimum and only have them when necessary.

Mr. Lambe stated that Passaic Valley also has their meetings on the same night; however any items that may be debated are often sent out in advance.

Mr. Estis stated that the Chair and Vice Chair should be able to determine whether or not there is a need for an Agenda Work Session and have the ability to cancel the meetings when necessary.

Mr. Lambe asked how having fewer meetings would impact the Commissioner stipends. Mr. Harms replied that the By-Laws state the Commissioner stipends are based off of a \$30 payment for each meeting. Mr. Meehan added that toward the end of each year, several Committee meetings are usually needed.

Mr. Harms stated that the current way that meetings are being handled is probably best. When there is something that needs to be discussed the Agenda Work Session should be held; and it should be cancelled when it is not necessary. Mr. Estis added that this determination should be made at least one week prior to the Agenda Work Session so that the Commissioners can plan accordingly.

Mr. LaCosta added that he also would not be returning to the Board. He stated his term is expiring in February and the Township of Scotch Plains is choosing another individual to fill the role. He stated that he appreciates his many years spent with the Authority and worked with a lot of great individuals, including everyone sitting at this table. He stated that the staff is an excellent group of people who only have the ratepayers in mind, as well as running the Authority as efficiently as it is run. He gave praise to Mr. Meehan for the many things that he accomplished with the help of the Board. He stated he is disappointed to be leaving; however it has been a pleasure working with everyone at the Authority. Several Commissioners and staff members extended their thanks to Mr. LaCosta, stating that he has done a great job on this Board and will be missed.

### **Closed Session**

Mr. Harms made a motion to close the meeting at this time, 8:41 p.m., for discussion on the Tomar claim. The motion was second by Mr. LaCosta and approved by those present.

### **Regular Order of Business**

Mr. Harms made a motion, second by Mr. Mazzarella, to return to the Regular Order of Business at 9:00 p.m. The motion was approved by those present.

**Adjournment**

As there was no further business, on motion of Mr. Greet, second by Mr. Rachlin, the meeting adjourned at 9:00 p.m. The motion was approved by those present.

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Chairman

*Andrea DeCarlo*  
Andrea DeCarlo, Board Secretary

Attachments:

Treasurer's Report 11/2019  
Flow Rights Report 12/2019  
User Charge Report 12/2019