

READINGTON-LEBANON SEWERAGE AUTHORITY

February 28, 2018

OPENING: Chairman, Dr. Schaible opened this regular meeting and announced that the Sunshine laws have been satisfied for the convening of this meeting.

PRESENT: Dr. Schaible, Messrs. Burton, Cichone, Monaco Dr. Westfield and Ms. Rohrbach members, Mrs. Plesnarski administrator.

APPROVAL OF MINUTES: Motion to approve the minutes from the regular meeting of January 24, 2018 as written, was carried with roll call of ayes all, nays none.

APPROVAL OF INVOICES: Motion to approve invoices for February in the amount of \$ **85,983.79** along with authorization for the Administrator to transfer this amount into the Operating Checking account on March 1, 2018 was made by Mr. Burton, seconded by Ms. Rohrbach. By same motion made by Mr. Burton approval of (2) invoice totaling \$**40,708.00** to be paid from the General Fund account also on March 1, 2018, seconded by Ms. Rohrbach, and carried with a roll call of ayes all, nays none.

APPROVAL OF BUDGET STATEMENT: Motion to acknowledge the review and approve the February Budget Statement without any exceptions noted as written was made by Mr. Burton, seconded by Mr. Cichone and carried with a roll call of ayes all, nays none.

NEW BUSINESS: *Designation PACO* –NJAC 17:27-3.2 provides that each public agency must annually designate an officer or employee to serve as Public Agency Compliance Officer (PACO). Motion to approve the reappointment of Mrs. Weierich as public agency compliance officer was made by Dr. Westfield, seconded by Ms. Rohrbach, and carried with roll call of ayes all, nays none.

OLD BUSINESS: *Process Water Pumps* – Mr. Ponte, Authority engineer reported on the status of the process water pumps project. Pump shipment has been delayed but expected by the second week of March. Existing unit and pad have been removed. Electricians have prepared for pump installation. Municipal Maintenance will inspect and test pumps prior to delivery to plant. Mr. Keating has assisted in the inspection process and documented work performed to date. Completion date is expected by the end of March.

Garage and UV Building Roof Replacement – Mrs. Plesnarski reported on the status of the roof maintenance projects. Both roofs have been completed and are awaiting final inspection by WTI then warranty papers will be delivered. Mrs. Plesnarski noted that the roofs have been weather tight and WTI very responsive to any issues that have arisen.

NJUAJIF – Mrs. Plesnarski noted that the Authority has now been twenty-five years accident free.

ADJOURNMENT: As there was no further business to come before the Board, meeting was adjourned by motion made by Mr. Monaco seconded by Dr. Westfield and carried with a roll call of ayes all, nays none.

Respectfully submitted:

Charles Westfield
Secretary/Treasurer

Jill Plesnarski
Administrator

**RESOLUTION Designating Public Agency Compliance Officer
18-8**

WHEREAS, NJAC 17:27-3.2 provides that each public agency shall annually designate an officer or employee to serve as a Public Agency Compliance Officer (P.A.C.O.) and;

WHEREAS, the P.A.C.O. is the liaison official for matters concerning NJAC 17:27 to ensure that public contracts comply with an approved affirmative action program and should have the authority to recommend appropriate corrections to the public agency's contracting procedures and;

WHEREAS, it is the policy of the Readington-Lebanon Sewerage Authority to promote and enforce all rules and regulations regarding affirmative action in public purchasing;

NOW THEREFORE BE IT RESOLVED, by the governing body of the Readington-Lebanon Sewerage Authority that Virginia Weierich, is hereby appointed as the Public Agency Compliance Officer for the Readington-Lebanon Sewerage Authority for a term expiring on February 28, 2019.

BE IT FURTHER RESOLVED, that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at its meeting on February 28, 2018.

February 28, 2018
Date

Signature
Charles Westfield
Secretary/Treasurer