

## READINGTON-LEBANON SEWERAGE AUTHORITY

## RE-ORGANIZATION MEETING

FEBRUARY 28, 2018

**OPENING:** This re-organization meeting was opened at 6:30 p.m. by Administrator Jill Plesnarski who announced that the Sunshine Laws have been satisfied for the convening of this meeting.

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

**OATH OF OFFICE:** There were no board members up for appointment.

**ELECTION OF OFFICERS: CHAIRMAN** –Motion to nominate Dr. Schaible as Chairman, was made by Mr. Burton, seconded by Mr. Cichone and carried with ayes all, nays none.

**VICE-CHAIRMAN** – Motion to nominate Mr. Burton as Vice-Chairman, was made by Mr. Cichone, seconded by Dr. Schaible and carried with ayes all, nays none.

**SECRETARY-TREASURER** – Motion to nominate Dr. Westfield as Secretary-Treasurer, was made by Mr. Burton, seconded by Mr. Cichone, and carried with ayes all, nays none.

**APPOINTMENT OF PROFESSIONALS** – In compliance with the Local Public Contracts Law (N.J.S.A. 40A: 11 et seq.) requiring that the authorizing of the award of contracts for “Professional Services” without competitive bids must be publicly advertised: the following “Professional Services” were appointed for the year 2018.

**ATTORNEY** – Motion to retain The Buzak Law Group LLC to serve as legal representation for the Authority was made by Mr. Burton, seconded by Mr. Cichone, and carried with roll call of ayes all, nays none.

*ENGINEER* – Motion to retain the firm of R3M Engineering, Inc. for professional engineering services was made by Mr. Burton, seconded by Mr. Cichone, and carried with roll call of ayes all, nays none.

*AUDITOR* – Motion to retain Bedard, Kurowicki & Co. to serve as auditor for the Authority was made by Mr. Cichone, seconded by Ms. Rohrbach, and carried with roll call of ayes all, nays none.

*ENVIRONMENTAL ENGINEER* – Motion to retain the firm of Kleinfelder East, Inc. for professional environmental engineering service was made by Mr. Cichone, seconded by Mr. Burton, and carried with a roll call of ayes all, nays, none.

***DESIGNATION OF AUTHORIZED CHECK SIGNERS:*** Motion to approve and authorize Chairman Dr. Schaible, Vice Chairman Mr. Burton, and Secretary/Treasurer Dr. Westfield as designated check signers for the Authority was made by Mr. Cichone, seconded by Ms. Rohrbach, and carried with roll call of ayes all, nays none.

***DESIGNATION OF DEPOSITORY OF FUNDS:*** Sun National Bank was taken over and has been excluded as a designated depository. Motion to have depositories of funds designated at Affinity Federal Credit Union, Bank of America, Bank of NY Mellon, Investors Bank, Peapack Gladstone, PNC Bank, TD Bank, Unity Bank, Wells Fargo, and The State of NJ Cash Management Fund was made by Ms. Rohrbach, seconded by Mr. Burton and carried with roll call of ayes all, nays none.

***OFFICIAL NEWSPAPERS:*** Motion to advertise all legal notices in the Courier News, Hunterdon County Democrat and the Star Ledger was made by Mr. Burton, seconded by Ms. Rohrbach, and carried with roll call of ayes all, nays none.

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

RESPECTFULLY SUBMITTED:

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Charles Westfield  
Secretary/Treasurer

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Jill Plesnarski  
Administrator

READINGTON-LEBANON SEWERAGE AUTHORITY  
Auditing Professional Service  
18-4

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on February 28, 2018.

WHEREAS, there exists a need for Auditing services to the Readington-Lebanon Sewerage, (hereinafter the "Authority") and;

WHEREAS, funds are available for this purpose and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Readington-Lebanon Sewerage Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 28, 2018 and filed with the Administrator of the Authority between the Authority and William M. Colantano, Jr., of Bedard, Kurowicki & Co., 114 Broad St., Flemington, NJ 08822 for the duration of one year at a rate of \$220/hr.
2. The contract and resolution authorizing it are available for public inspection in the office of the Administrator during regular business hours.
3. The contract is awarded without competitive bidding as a "Professional Service" because Auditing services are exempt from bidding under N.J.S.A. 40A: 11-1 (6) (a).
4. A notice of this resolution shall be published in the official newspapers as required by law within 10 days of its passage.

February 28, 2018  
Date

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Signature  
Charles Westfield  
Secretary/Treasurer

READINGTON-LEBANON SEWERAGE AUTHORITY  
Legal Professional Service  
18-5

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on February 28, 2018.

WHEREAS, there exists a need for Legal services to the Readington-Lebanon Sewerage, (hereinafter the "Authority") and;

WHEREAS, funds are available for this purpose and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Readington-Lebanon Sewerage Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 28, 2018 and filed with the Administrator of the Authority between the Authority and The Buzak Law Group LLC, Montville Office Park, 150 River Road, Suite N-4, Montville, NJ 07045 for the duration of one year at a rate of \$185.00/hr.
2. The contract and resolution authorizing it are available for public inspection in the office of the Administrator during regular business hours.
3. The contract is awarded without competitive bidding as a "Professional Service" because Legal services are exempt from bidding under N.J.S.A. 40A: 11-1 (6) (a).
4. A copy of this resolution shall be published in the official newspapers as required by law within 10 days of its passage.

February 28, 2018  
Date

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Signature  
Charles Westfield  
Secretary/Treasurer

READINGTON-LEBANON SEWERAGE AUTHORITY  
Engineering Professional Service  
18-6

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on February 28, 2018.

WHEREAS, there exists a need for Consulting Engineering services to the Readington-Lebanon Sewerage, (hereinafter the "Authority") and;

WHEREAS, funds are available for this purpose and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Readington-Lebanon Sewerage Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 28, 2018 and filed with the Administrator of the Authority between the Authority and R3M Engineering, Inc., 1405 Route 18 South, Suite 208, Old Bridge, NJ 08857 for the duration of one year at a rate of \$200/hr.
2. The contract and resolution authorizing it are available for public inspection in the office of the Administrator during regular business hours.
3. The contract is awarded without competitive bidding as a "Professional Service" because Engineering services are exempt from bidding under N.J.S.A. 40A: 11-1 (6) (a).
4. A copy of this resolution shall be published in the official newspapers as required by law within 10 days of its passage.

February 28, 2018  
Date

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Signature  
Charles Westfield  
Secretary/Treasurer

READINGTON-LEBANON SEWERAGE AUTHORITY  
Environmental Engineering Professional Service  
18-7

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on February 28, 2018.

WHEREAS, there exists a need for Consulting Environmental Engineering services to the Readington-Lebanon Sewerage, (hereinafter the "Authority") and;

WHEREAS, funds are available for this purpose and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bid must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Readington-Lebanon Sewerage Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 28, 2018 and filed with the Administrator of the Authority between the Authority and Kleinfelder East, Inc., Research Park, 321 Wall St., Princeton, NJ 08540 for the duration of one year at a rate of \$235-295/hr.
2. The contract and resolution authorizing it are available for public inspection in the office of the Administrator during regular business hours.
3. The contract is awarded without competitive bidding as a "Professional Service" because Engineering services are exempt from bidding under N.J.S.A. 40A: 11-1 (6) (a).
4. A copy of this resolution shall be published in the official newspapers as required by law within 10 days of its passage.

February 28, 2018

Date

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Signature  
Charles Westfield  
Secretary/Treasurer