

READINGTON-LEBANON SEWERAGE AUTHORITY

October 23, 2019

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

PRESENT: Messrs. Burton, Cichone and Monaco, and Ms. Rohrbach members, Mrs. Plesnarski, Administrator. Dr. Schaible and Dr. Westfield did not attend.

APPROVAL OF MINUTES: Motion to approve the minutes from the regular meeting of September 25, 2019 as written, was carried with roll call of ayes all, nays none.

APPROVAL OF INVOICES: Motion to approve the invoices for the month of October in the amount of \$ **89,073.98** along with the authorization for the Administrator to transfer this amount into the Operating Checking account on November 1, 2019 was made by Mr. Monaco, seconded by Mr. Cichone, and carried with a roll call of ayes all, nays none.

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

NEW BUSINESS: *2020 Budget Introduction* – Mrs. Plesnarski noted that the 2020 Budget would be a 2.69% increase over the current year. The increase can be attributed to the addition of a new employee, increase in workers compensation premium for board members, cyber security and PEOSHA compliance implementation. The introduced budget also includes a 4% salary increase across the board with the exception of the new hire as discussed during the Budget Committee meeting on October 9, 2019. Motion to approve the Introduction of the 2020 Budget with a salary increase of 4% and forward to

the State for approval was made by Mr. Cichone, seconded by Ms. Rohrbach, and carried with roll call of ayes all, nays none.

North Jersey Waster Water Co-op Membership – Mrs. Plesnarski noted that use of co-op pricing is advantageous to the Authority. There is no membership fee. Vendors that we currently use are co-op vendors and the Authority will be able to use the co-op pricing. Motion to approve joining the North Jersey Water Co-op was made by Ms. Rohrbach, seconded by Mr. Cichone and carried with a roll call of ayes all, nays none.

Fence Repair – Mrs. Plesnarski noted that the perimeter fencing at the main plant is in need of repair. In addition, the double gate will be replaced with a slide gate and opener. Approximately 500 linear feet of fence will be replaced. The fencing will be replaced by a State Co-op vendor, E&B Fence. The gate opener will be priced and quoted as that is not under State Co-op. The fence cost and (2)sliding gates, not including the gate opener will be \$21,358.32.

Dewatering Sludge Pumps – Mrs. Plesnarski stated that the sludge pumps in the dewatering building have been in need of replacement. The price for one pump is \$10,245. Mrs. Plesnarski negotiated a price for (2) pumps at \$17,200. Installation is not included. Reiner Pumps was the lowest of three quotes.

OLD BUSINESS:

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

Respectfully submitted:

Richard Burton
Vice Chairman

Virginia Weierich
Recording Secretary

2020 AUTHORITY BUDGET RESOLUTION

Readington- Lebanon Sewerage Authority

Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Readington- Lebanon Sewerage Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the Readington- Lebanon Sewerage Authority at its open public meeting of October 23, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,663,900, Total Appropriations, including any Accumulated Deficit if any, of \$1,788,900 and Total Unrestricted Net Position utilized of \$125,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$790,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$790,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Readington- Lebanon Sewerage Authority, at an open public meeting held on October 23, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Readington- Lebanon Sewerage Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Readington- Lebanon Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 18, 2019.

October 23, 2019
(Date)

Richard Burton, Vice Chairman

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Vincent Schaible				X
Richard Burton	X			
Charles Westfield, III				X
Edward Cichone	X			
Ronald Monaco	X			
Tanya Rohrbach	X			

**RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM**

**A RESOLUTION AUTHORIZING THE READINGTON-LEBANON SEWERAGE AUTHORITY
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT**

RESOLUTION NUMBER 19-17

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Passaic Valley Sewerage Commission (PVSC), hereinafter referred to as the "Lead Agency " of the North Jersey Wastewater Cooperative Pricing System (NJCWPCS) is authorized to establish cooperative purchasing programs pursuant to NJAC 5:34 and is approved by the NJ Division of Local Government Services, has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on October 23, 2019 the governing body of Readington-Lebanon Sewerage Authority, County of Hunterdon, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services in a cost efficient manner;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Readington-Lebanon Sewerage Authority

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency for membership in the North Jersey Wastewater Cooperative Pricing System.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage and that such membership shall be for the period ending November 24, 2019 and each renewal, thereafter of the system; unless the **Readington-Lebanon Sewerage Authority** elects to formally withdraw from the system.

CERTIFICATION

I hereby, certify that the above resolution was adopted by the Governing Body of the Readington-Lebanon Sewerage Authority at a meeting of said governing body held on October 23, 2019

BY:

Richard Burton, Vice Chairman

ATTEST BY:

Jill Plesnarski, Administrator

Date: October 23, 2019