

READINGTON-LEBANON SEWERAGE AUTHORITY

September 25, 2019

OPENING: Dr. Schaible, Chairman 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 and Monaco, Dr. Westfield and Ms. Rohrbach members, Mrs. Plesnarski, Administrator.

APPROVAL OF MINUTES: Motion to approve the minutes from the regular meeting of August 28, 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 September in the amount of \$ **107,221.88** along with the authorization for the Administrator to transfer this amount into the Operating Checking account on October 1, 2019 was made by Mr. Cichone, 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 September 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: *Labor Counsel* – Mrs. Plesnarski stated that labor law is not the Authority's lawyer, Mr. Buzak's expertise. Matthew Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC of Oakland, NJ works with PERMA on personnel inquiries and comes highly recommended by the NJUAJIF. Mrs. Plesnarski has had some questions concerning the new hire and the medical leave being taken by a current employee. Mrs. Plesnarski does not expect an extensive need for their services but feels there is a need for their expertise.

Motion to retain Matthew Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC to serve as legal representation for the Authority was made by Mr. Cichone, seconded by Mr. Burton and carried with a roll call of ayes all, nays none. 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 to be publicly advertised, Clear, Giacobbe, Alfieri, Jacobs, LLC was appointed for the year 2019.

New Hire – After conducting several interviews, Mrs. Plesnarski noted that she would like to offer the position of Operator/Lab to Tori Klaus. The position was left vacant when Mrs. Plesnarski was promoted to Administrator. Ms. Klaus has an S2 license and extensive lab credentials. Her experience is from the Phillipsburg Sewer Utility. She will start at \$60,000 annually and be given two weeks of vacation. After successfully completing her six month probationary period she will be given an increase of \$5,000.00 annually. Board members agreed with Mrs. Plesnarski and felt that she will be a good fit.

PEOSHA Inspection – Mrs. Plesnarski informed the board of the 9.5 hour PEOSHA inspection that the Authority had. The last inspection was in 2005. The Authority incurred seven points of remediation but no fines. Mrs. Plesnarski expects some added costs to meet compliance but anticipates complete compliance in a timely manner.

OLD BUSINESS:

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

Respectfully submitted:

Richard Burton
Vice Chairman

Virginia Weierich
Recording Secretary

READINGTON-LEBANON SEWERAGE AUTHORITY
Legal Professional Service
19-15

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on September 25, 2019.

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 September 25, 2019 and filed with the Administrator of the Authority between the Authority and Cleary, Giacobbe, Alfieri, Jacobs LLC, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 for the duration of one year at a rate of \$165.00/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.

September 25, 2019
Date

Signature
Charles Westfield
Secretary/Treasurer