

MINUTES OF REGULAR MEETING OF THE ROCKLEIGH SEWERAGE AUTHORITY HELD AT THE ROCKLEIGH BOROUGH HALL, 26 ROCKLEIGH ROAD, ON OCTOBER 2, 2013 AT 7:00 PM.

Mr. Cumiskey called the meeting to order and following the Pledge of Allegiance, Mr. Cumiskey read the Opening Statement. It was announced that the meeting of this date was held in compliance with the Open Public Meetings Act of the State of New Jersey, and that adequate notice of same was given in writing to *The Record*, and that notice was also posted on the Borough Hall bulletin board as required.

ROLL CALL: Present– Chairman Cumiskey, Authority Member Pontone, and Authority Member Schaffer.

Absent: Authority Member Agresta and Authority Alternate Member Photiadis

Also Present –Robert T. Regan, Esq., Authority Attorney, Marcella Giampiccolo, Authority Secretary, William J. McGuire, Authority Administrator, and Kunjesh Trivedi, Authority CFO.

MINUTE APPROVAL:

Minutes of the May 6, 2013 Regular Meeting were tabled due to lack of voting quorum. Minutes of the June 3, 2013 Special Meeting were presented for consideration. No discussion followed. A Motion was offered by Mr. Schaffer, seconded by Mr. Pontone, to accept the Special Meeting minutes of June 3, 2013. All Members present voted in the affirmative. The Motion passed.

OLD BUSINESS:

Mr. McGuire provided a synopsis of the estimates received to date for preventative maintenance for the pump station generator. After some discussion, it was the consensus of the Members present to accept a one-year contract with Atlantic Power Systems with an automatic option to extend the contract. Mr. Cumiskey asked the Members to consider review of services 60 days prior to the expiration of the contract next year. A Motion was offered by Mr. Pontone, seconded by Mr. Schaffer to accept the proposal submitted by Atlantic Power Systems for one (1) year. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer

NAYS: None

ABSENT: Agresta, Photiadis

ABSTAIN: None

The Motion passed.

Discussion moved to the estimates the RSA received for generator monitoring at the pump station. Ken-Jil Electric provided a proposal to prepare the generator for monitoring hook-ups in the amount of \$1,175. Lyons Security proposed the alarm monitoring for \$300 per year, with a one-time fee of \$500 for installation of the alarm control panel. The Members agreed to the proposals providing that each vendor re-submit a separate proposal stating for the exact electrical services to be performed and provided. At the end of the discussion, the Members agreed to extend authorization to Bill McGuire

to provide the go-ahead as per the proposals submitted for generator monitoring from Ken-Jil Electric and Lyons Security, providing both vendors submit updated proposal as discussed. Additional discussion took place to clarify the proposals. Mr. Regan concurred that memorization of these contracts can take place at the December 4, 2013 RSA meeting. Ken-Jil Electric's proposal of \$1175 is a one-time invoice and Lyons Security would charge a one-time fee of \$500.00 for installation of the alarm control panel. Fees incurred in 2013 should be pro-rated.

Mr. Regan stated a motion was offered, but not voted upon regarding the maintenance contract between Atlantic Detroit Systems and the RSA for one year maintenance monitoring of the Paris Avenue Pump Station. The Motion was restated by Mr. Pontone, seconded by Mr. Schaffer. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Schaffer, Pontone

NAYS: None

ABSENT: Agresta and Photiadis

ABSTAIN: None

The Motion passed.

Discussion moved to the painting of the DPW barn. Mr. Cumiskey reported the building structure is in serious disrepair. According to the long standing lease agreement between the Borough of Rockleigh and the Rockleigh Sewerage Authority, it had been determined that the repairs regarding the much needed maintenance and painting shall be covered by the Rockleigh Sewerage Authority. The estimates received by three (3) different vendors are between 8-10 thousand dollars. Mr. McGuire reported that the building needs a new side door and the roof has several serious leaks. Discussion followed regarding the pricing and vendors who supplied the quotes for all of the repairs to the DPW building. In addition, Mr. McGuire stated he would contact Northvale DPW Superintendent, Jeff Marcason, to remove several trees growing alongside of the building as well as removal of all snow plow equipment. The Members agreed that the painting work and repairs to the exterior of the DPW building should take place prior to the winter weather, while additional information is collected as to pricing for the interior painting and repairs. The Members agreed that the roof repairs would not be the expense of the RSA. Quotes will be collected for separate roof repairs and submitted to the Borough. Discussion ended. A Motion was offered by Mr. Pontone, seconded by Mr. Cumiskey to approve the painting contract with G.T.K., as submitted to the RSA, for the exterior painting of the DPW building. The Members will revisit the estimates provided for the painting of the interior of the building at the next meeting. All Members of the Authority voted in the affirmative to authorize the contract for the building's exterior painting to G.T.K. The Motion passed. Brief discussion took place regarding the color of stain to be utilized by G.T.K. The Members agreed to the original color of dark brown by Benjamin Moore.

NEW BUSINESS:

At this time, the 2014 RSA Budget was introduced by Motion offered by Mr. Pontone, seconded by Mr. Schaffer. No discussion took place. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer

NAYS: None

ABSENT: Agresta and Photiadis
ABSTAIN: None
The Motion passed.

Ms. Giampiccolo announced the 2014 RSA Budget will hold its second reading, public hearing and adoption at the December 4, 2013 meeting. Mr. Cumiskey stated the 2014 RSA Budget had a 2.09% increase from surplus. Rates remained flat; however, new rates hearings are held by the Authority in June of each year.

FINANCIAL BUSINESS/ PAYMENT OF CLAIMS:

Discussion took place regarding the October 2, 2013 Bill List and amended items not included on the Bill List. Mr. McGuire provided a synopsis of an emergency that took place at the Pump Station while he was out of town for several days. Following an overflow of the pumps onto the Rockleigh Country Club parking lot, the Country Club contacted Ken-Jil Electric to respond to that emergency. Discussion followed as to the RSA protocols. Mr. McGuire reported that the Friday prior to the overflow, the RSA's pump maintenance vendor, Rapid Pumping Services, performed their quarterly inspection and determined one of the pumps was defective and in need of immediate replacement. It was determined by Rapid Pumping Services that the floats for one of the pumps were not working at all, which accounted for the red-light to remain in the "on" position, even though no water was in the well. Discussion moved to the service reports issued by Rapid Pumping Services from the last two quarters.

Following discussion, the Bill List dated October 2, 2013 was presented for approval, as amended. No additional discussion took place. A Motion was offered by Mr. Pontone, seconded by Mr. Cumiskey to approve the October 2, 2013 Bill List as amended, with total claims amounting to \$266,761.22. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer

NAYS: None

ABSENT: Agresta, Photiadis

ABSTAIN: None

The Motion passed

Mr. McGuire commented that at the present time, the pump station had one pump, that new floats had been installed, and the system was cleaned. More discussion took place. The Members asked that a letter be issued to Rapid Pumping Services requiring them to contact the RSA the time and date of future inspections. In addition, Mr. McGuire should contact "All Metal" welding located in Norwood, to have repairs made to the pump lid. More discussion took place. It was the consensus of the Members present to also remind the Rockleigh Country Club of the protocols and procedures the RSA adheres to regarding pump emergencies.

Discussion moved to the need to have more available Members of the RSA authorized to sign checks issued by the RSA in the event the Chairman and Vice-Chairman are not available. The Members were reminded of a 2010 RSA Resolution that authorizes contractual invoices to be paid promptly due to the quarterly meeting schedule of the RSA. The Members agreed. Mr. Regan stated during the RSA Re-Organization meeting

in 2014, a new resolution could be approved authorizing additional RSA signatories. A Motion was offered by Mr. Cumiskey, seconded by Mr. Pontone and approved by all Members voting in the affirmative, to authorize Mr. Regan to prepare the necessary resolution regarding check signatories for the RSA Re-Organization meeting. The Motion passed.

The meeting was opened to the public by a Motion offered by Mr. Pontone, seconded by Mr. Cumiskey. All Members present voted in the affirmative. The Motion passed. No members of the public came forward. A Motion to close the meeting to the public was offered by Mr. Pontone, seconded by Mr. Cumiskey. All Members voted in the affirmative. The Motion passed.

With no further business to come before the RSA, a Motion was offered by Mr. Pontone, seconded by Mr. Cumiskey to adjourn the meeting. All Members present voted in the affirmative to adjourn the meeting. The Motion passed.

Respectfully submitted,

Marcella Giampiccolo, Secretary
Rockleigh Sewerage Authority