

**MINUTES OF A REGULAR MEETING OF THE
ROCKLEIGH SEWERAGE AUTHORITY
BOROUGH HALL, 26 ROCKLEIGH ROAD, ROCKLEIGH, NJ
APRIL 4, 2016**

Mr. Cumiskey called the meeting to order and following the Pledge of Allegiance, the Opening Statement was read. 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.

The Secretary called the Roll Call of the Mayor and Council:

Present– Chairman Cumiskey, Authority Member Schaffer, Authority Member Feulner, and Authority Member Pontone.

Absent: Authority Member Photiadis

Also Present –Robert T. Regan, Esq., Authority Attorney and William J. McGuire, Authority Administrator, Marcella Giampiccolo, RSA Secretary, Kunjesh Trivedi, Authority CFO and Gary Higgins, Authority Auditor (partial attendance)

MINUTE APPROVAL:

Minutes of the March 7, 2016 Re-Organization and Regular Meeting were presented for approval. Mrs. Feulner commented that a portion of the proposed minutes were too vague regarding MCP 8 King Road. Mr. McGuire explained MCP 8 King Road field change as it happened. At the conclusion of that discussion the Commissioners agreed to amend the Minutes by adding the following statement to be added to the top of page four (4) "A concern was raised as to the Applicant following proper procedure pertaining to the spur location as detailed in the Engineer's letters". No other discussion took place. A Motion was offered by Mr. Schaffer, seconded by Mr. Pontone to approve the Minutes, as amended, of March 7, 2016. All Members present voted in the affirmative to accept the amended minutes. The Motion passed.

OLD BUSINESS:

No prior business was discussed.

NEW BUSINESS:

Gary Higgins presented a synopsis of the 2015 RSA Audit. No Audit recommendations were reported. The following Resolution was presented for a vote:

**ROCKLEIGH SEWERAGE AUTHORITY ("AUTHORITY") CERTIFICATION OF THE
ANNUAL AUDIT
FORM OF RESOLUTION**

MOTION:

SECOND:

WHEREAS, N.J.S.A. 40A: 5-4 requires the Authority of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A 40A: 5-6, and a copy has been received by each member of the RSA Authority; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the Authority have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations;" and

WHEREAS, the members of the Authority have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations," as evidenced by the group affidavit form of the Rockleigh Sewerage Authority attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the members of the Authority no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the Authority have received and have familiarized themselves with, at least the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject members of the local Authority to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local Authority who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, and in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the members of the Authority, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Motion was offered by Mr. Schaffer, seconded by Mr. Pontone to accept the Audit Report of 2015 and 2014. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Schaffer, Pontone, Feulner

NAYS: None

ABSENT: Photiadis

ABSTAIN: None

The Motion passed.

* * * * *

The Group Affidavit was circulated to the Commissioners for signature and the Secretary noted Mr. Photiadis, absent from this meeting, will need to sign the Affidavit prior to submitting it to the Division of Local Government.

The public hearing for the 2016 Sewer Rate took place. Mr. Higgins reviewed the 2016 Sewer Rate Study with the Commissioners. Upon the Auditor's review of the 2015 Water Consumption Report provided by United Water, the sewer charge of \$739.37 was determined as the per unit charge for the 2016 User Charges. The various schedules provided within the Study were reviewed in detail by Mr. Higgins. Mr. Higgins summarized the meeting held between the RSA Auditor, Bergen County officials, Orangetown Sewer officials, and Mr. McGuire regarding the calculations for this Study.

ROCKLEIGH SEWERAGE AUTHORITY

2016 SEWER RATE STUDY

Prepared By
LERCH, VINCI & HIGGINS, LLP
March 31, 2016



LERCH, VINCI & HIGGINS. LLP

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

DIETER P. LERCH, CPA, RMA, PSA
GARY J. VINCI, CPA, RMA, PSA
GARY W. HIGGINS, CPA, RMA, PSA
JEFFREY C. BLISS, CPA, RMA, PSA
PAUL J. LERCH, CPA, RMA, PSA
DONNA L. JAPHET, CPA, PSA
JULIUS B. CONSONI, CPA, PSA
ANDREW D. PARENTE, CPA, RMA, PSA

ELIZABETH A. SHICK, CPA, RMA, PSA
ROBERT W. HAAG, CPA, PSA
DEBORAH K. LERCH, CPA, PSA
RALPH M. PICONE, CPA, RMA, PSA
DEBRA GOLLE, CPA
CINDY JANACEK, CPA, RMA
MARK SACO, CPA
SHERYL M. NICOLosi, CPA
ROBERT AMPONSAH, CPA

March 31, 2016

William McGuire
Rockleigh Sewerage Authority
26 Rockleigh Road
Rockleigh, New Jersey 07647

Dear Mr. McGuire;

Pursuant to your request, we have prepared a Schedule of 2016 User Charges (see Schedule 1) for the customers you have specified in the 2015 Water Consumption Report, as provided by United Water. The charges were computed to generate \$400,000 in sewer charges, which resulted in a per unit sewer charge of \$739.37. Additionally, for your information, we have prepared a comparison of the 2016 user charges versus 2015 user charges by customer (see Schedule 2), and a summary of water usage for the years 2014 through 2016 (see Schedule 3).

After reviewing the attached schedules, do not hesitate to contact us if there are any questions.

Respectfully submitted,
LERCH, VINCI & HIGGINS, LLP

Gary W. Higgins
Registered Municipal Accountant

Schedule 1

ROCKLEIGH SEWERAGE AUTHORITY
 USER CHARGES - \$400,000 SEWER BILLINGS

| User | New Account # | United Water 2015 Water Usage | Units 100,000 (Minimum of 10 Units) | 2016 Sewer User Charge | 1ST Quarter | 2ND Quarter | 3RD Quarter | 4TH Quarter |
|-------------------------------------|---------------|-------------------------------|-------------------------------------|------------------------|---------------|---------------|--------------|--------------|
| BERGEN COUNTY | | | | | | | | |
| Bergen Cnty. Inter Care | 4175412222 | 4,010,277 | 40 | \$ 29,574.86 | \$ 6,867.49 | \$ 6,867.49 | \$ 7,919.94 | \$ 7,919.94 |
| Layden Voc. School | 3175412222 | 1,496 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| Board of Education (B.C.S.S.) | 2349412222 | 1,906,901 | 19 | 14,048.06 | 623.09 | 623.09 | 6,400.94 | 6,400.94 |
| Rockleigh Country Club | 7175412222 | 3,921,689 | 39 | 28,835.48 | 8,566.44 | 8,566.44 | 5,851.30 | 5,851.30 |
| MCP 8 King Road LLC (1) | 2808659854 | 17,047,668 | 170 | 125,693.16 | 27,644.82 | 27,644.82 | 35,201.76 | 35,201.76 |
| NVC Logistic Corporation | 2078822222 | 175,780 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| The Jewish Home at Rockleigh | 1175412222 | 7,551,808 | 76 | 56,192.24 | 19,289.05 | 19,289.05 | 8,807.07 | 8,807.07 |
| Creston Electronics (22 Link Dr.) | 5071622222 | 1,469,072 | 15 | 11,090.58 | 1,497.22 | 1,497.22 | 4,048.07 | 4,048.07 |
| True World Group | 8168322222 | 286,484 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| 22 Paris Avenue I, LLC | 7935722222 | 1,333,684 | 13 | 9,611.82 | 4,348.22 | 4,348.22 | 457.69 | 457.69 |
| Spectrum For Living | 2270312222 | 687,412 | 10 | 7,393.72 | 1,846.87 | 1,846.87 | 1,849.99 | 1,849.99 |
| KDF Electric & Vacuu | 8467212222 | 837,012 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| Elcom Technologies | 6075412222 | 185,504 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| Crestron Electronics (15 Volvo Dr.) | 5075412222 | 1,237,192 | 12 | 8,872.46 | 2,196.52 | 2,196.52 | 2,239.71 | 2,239.71 |
| Royal Sovereign | 8748722222 | 258,060 | 10 | 7,393.72 | 2,196.52 | 2,196.52 | 1,500.34 | 1,500.34 |
| Takasago Int'l | 7075412222 | 3,514,852 | 35 | 25,878.00 | 8,127.13 | 8,127.13 | 4,811.87 | 4,811.87 |
| Crestron Electronics (6 Volvo Dr.) | 4546922222 | 2,787,796 | 28 | 20,702.40 | 2,030.66 | 2,030.66 | 8,320.54 | 8,320.54 |
| Ford Motor - Volvo Building B | 1303233333 | 1,313,488 | 13 | 9,611.82 | 2,591.00 | 2,591.00 | 2,214.91 | 2,214.91 |
| Crestron Electronics (7 Volvo Dr.) | 8078422222 | 1,139,204 | 11 | 8,133.08 | 1,192.40 | 1,192.40 | 2,874.14 | 2,874.14 |
| | | 49,665,379 | 541 | \$ 400,000.00 | \$ 100,000.03 | \$ 100,000.03 | \$ 99,999.97 | \$ 99,999.97 |

(A) \$400,000 / 541 Units = \$739.37 / Unit

(1) - This property was formerly listed as GHP Office Realty.

ROCKLEIGH SEWERAGE AUTHORITY
COMPARISON OF 2016 USER CHARGES VS. 2015 USER CHARGES

| User | New Account # | Old Account # | Sewer User Charges | | Difference |
|-------------------------------------|---------------|---------------|------------------------|------------------------|----------------------|
| | | | 2016 Sewer User Charge | 2015 Sewer User Charge | |
| | | | (A) | (B) | |
| BERGEN COUNTY | | | | | |
| Bergen Cnty. Inter Care | 4175412222 | 50028001 | \$ 29,574.86 | \$ 34,714.00 | \$ (5,139.14) -14.8% |
| Layden Voc. School | 3175412222 | 50028002 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| Board of Education (B.C.S.S.) | 2349412222 | 997-796-099 | 14,048.06 | 7,889.54 | 6,158.52 78.1% |
| Rockleigh Country Club | 7175412222 | 997-892-778 | 28,835.48 | 30,769.24 | (1,933.76) -6.3% |
| MCP & King Road LLC | 2808659854 | N/A | 125,693.16 | 108,086.84 | 17,606.32 16.3% |
| NVC Logistic Corporation | 2078822222 | 50009001 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| The Jewish Home at Rockleigh | 1175412222 | 50011002 | 56,192.24 | 71,794.88 | (15,602.64) -21.7% |
| Creston Electronics (22 Link Dr.) | 5071622222 | 999993219001 | 11,090.58 | 7,889.54 | 3,201.04 40.6% |
| True World Group ('09) | 8168322222 | 50012001 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| Puccio Place | 7935722222 | 50017001 | 9,611.82 | 14,990.14 | (5,378.32) -35.9% |
| Spectrum For Living | 2270312222 | 50028003 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| KDF Electric & Vacuu | 8467212222 | 50041001 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| Elcom Technologies | 6075412222 | 50042001 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| Crestron Electronics (15 Volvo Dr.) | 5075412222 | 50043001 | 8,872.46 | 7,889.54 | 982.92 12.5% |
| Royal Sovereign | 8748722222 | 50044001 | 7,393.72 | 7,889.54 | (495.82) -6.3% |
| Takasago Int'l | 7075412222 | 50045001 | 25,878.00 | 29,191.32 | (3,313.32) -11.4% |
| Crestron Electronics (6 Volvo Dr.) | 4546922222 | 50046001 | 20,702.40 | 14,201.18 | 6,501.22 45.8% |
| Ford Motor - Volvo Building B | 1303233333 | 50040001 | 9,611.82 | 8,678.50 | 933.32 10.8% |
| Crestron Electronics (7 Volvo Dr.) | 8078422222 | 50047001 | 8,133.08 | 8,678.50 | (545.42) -6.3% |
| | | | \$ 400,000.00 | \$ 400,000.00 | \$ 0.00 |

(A) \$400,000 / 541 Units = \$739.37 / Unit
(B) \$400,000 / 507 Units = \$788.95 / Unit

Schedule 3

ROCKLEIGH SEWERAGE AUTHORITY
WATER USAGE COMPARISON - FOR THE YEARS 2014 Through 2016

| User | Account # | Billing Year 2014 | | Billing Year 2015 | | Billing Year 2016 | |
|------------------------------------|------------|--------------------|-------------------------------------|--------------------|-------------------------------------|--------------------|-------------------------------------|
| | | United Water Usage | Units 100,000 (Minimum of 10 Units) | United Water Usage | Units 100,000 (Minimum of 10 Units) | United Water Usage | Units 100,000 (Minimum of 10 Units) |
| BERGEN COUNTY | | | | | | | |
| Bergen Cnty. Inter Care | 4175412222 | 6,006,440 | 60 | 4,377,296 | 44 | 4,010,277 (B) | 40 |
| Layden Voc. School | 3175412222 | 69,564 | 10 | 175,032 | 10 | 1,496 | 10 |
| Board of Education (B.C.S.S.) | 2349412222 | 1,860,276 | 19 | 875,138 | 10 | 1,906,901 (B) | 19 |
| Rockleigh Country Club | 6175412222 | - | - | - | - | - | - |
| | 7175412222 | 3,921,689 (A) | 39 | 3,921,689 (A) | 39 | 3,921,689 (A) | 39 |
| MCP 8 King Road LLC (1) | 2808659854 | 15,093,144 | 151 | 13,651,748 | 137 | 17,047,668 | 170 |
| NYC Logistic Corporation | 2078822222 | 93,500 | 10 | 94,248 | 10 | 175,780 | 10 |
| The Jewish Home at Rockleigh | 1175412222 | 9,489,876 | 95 | 9,092,688 | 91 | 7,551,808 | 76 |
| Creston Electronics (22 Link Dr.) | 5071622222 | 1,425,688 | 14 | 960,432 | 10 | 1,469,072 | 15 |
| True World Group | 8168322222 | 262,548 | 10 | 280,500 | 10 | 286,484 | 10 |
| Puccio Place | 7935722222 | 1,770,516 | 18 | 1,885,708 | 19 | 1,333,684 | 13 |
| Spectrum For Living | 2270312222 | 1,192,312 | 12 | 648,516 | 10 | 687,412 | 10 |
| KDF Electric & Vacuu | 8467212222 | 435,336 | 10 | 643,280 | 10 | 837,012 | 10 |
| Elcom Technologies | 6075412222 | 333,608 | 10 | 187,748 | 10 | 185,504 | 10 |
| Creston Electronics (15 Volvo Dr.) | 5075412222 | 763,708 | 10 | 419,628 | 10 | 1,237,192 | 12 |
| Royal Sovereign | 8748722222 | 166,056 | 10 | 381,480 | 10 | 258,060 | 10 |
| Takasago Int'l | 7075412222 | 3,663,704 | 37 | 3,691,380 | 37 | 3,514,852 | 35 |
| Creston Electronics (6 Volvo Dr.) | 4546922222 | 2,908,972 | 29 | 1,819,884 | 18 | 2,787,796 | 28 |
| Ford Motor - Volvo Building B | 1303233333 | 976,140 | 10 | 1,145,188 | 11 | 1,313,488 | 13 |
| Creston Electronics (7 Volvo Dr.) | 8078422222 | 1,776,500 | 18 | 1,109,284 | 11 | 1,139,204 | 11 |
| | | 52,209,577 | 572 | 45,360,867 | 507 | 49,665,379 | 541 |

(1) - This property was formerly listed as GHP Office Realty.
 (A) - Usage based upon a 10 Year Average of billed usage for the billing period 2004 through 2013.
 (B) - Usage based upon actual usage for the last three quarters of 2015, and due to a water-line leak, the first quarter of 2015 was based on the average of the subsequent three quarters' usage.

**ROCKLEIGH COUNTRY CLUB
ANALYSIS OF SEWER BILLINGS AND PRIOR YEAR WATER
USAGE**

2004 Through 2016

| <u>Billing Year</u> | <u>Prior Year Usage (Gallons) (A)</u> | <u>Actual Sewer Billing</u> |
|-------------------------|---|-------------------------------------|
| 2016 | 3,921,689 (B) | \$ 28,835 |
| 2015 | 3,921,689 (B) | 30,769 |
| 2014 | 3,921,689 (B) | 27,273 |
| 2013 | 1,353,132 | 11,200 |
| 2012 | 2,172,940 | 17,121 |
| 2011 | 5,567,364 | 39,986 |
| 2010 | 2,779,568 | 22,586 |
| 2009 | 4,490,244 | 31,366 |
| 2008 | 4,862,749 | 25,348 |
| 2007 | 4,907,628 | 26,309 |
| 2006 | 4,673,504 | 23,000 |
| 2005 | 4,091,560 | 17,217 |
| 2004 | 4,318,204 | 16,043 |

A) Gallons for actual water usage for bill in 2004 through 2013 provided by United Water.

(B) Usage based on the average of the Billed Usage for the ten years from 2004 through

2013.

**BOARD OF EDUCATION AND BERGEN COUNTY INTERCARE ANALYSIS
OF SEWER BILLINGS AND PRIOR YEAR WATER USAGE**

1st Quarter 2015 Usage Adjusted for Water Supply Line Leak

| Bill Year | Usage | | United Water Usage | | 2016 Billed Usage |
|---|---------|------|--------------------|------|-------------------------|
| | Quarter | Year | Gal's | Ref. | |
| Board of Ed. Bergen County (B.C.C.S.) 2349412222 | | | | | |
| 2016 | 1st | 2015 | 16,130,620 | (1) | 476,725 (2) |
| 2016 | 2nd | 2015 | 522,852 | | 522,852 |
| 2016 | 3rd | 2015 | 397,936 | | 397,936 |
| 2016 | 4th | 2015 | 509,388 | | 509,388 |
| | | | <u>17,560,796</u> | | <u>1,906,901</u> |
| Bergen County Intercare 4175412222 | | | | | |
| 2016 | 1st | 2015 | 17,699,924 | (1) | 1,002,569 (2) |
| 2016 | 2nd | 2015 | 960,432 | | 960,432 |
| 2016 | 3rd | 2015 | 1,083,104 | | 1,083,104 |
| 2016 | 4th | 2015 | 964,172 | | 964,172 |
| | | | <u>20,707,632</u> | | <u>4,010,277</u> |

(1) - United Water's billed usage in the first quarter of 2015 was excessive due to a water line leak. As the leaked water did not directly flow into the sewer system; an adjustment for the first quarter was applied.

(2) - Water Usage to be used in the calculation of Sewer Bills, for the first quarter was calculated based upon the average usage in the subsequent three quarters.

ROCKLEIGH SEWERAGE AUTHORITY
 RECALCULATION OF 2015 USAGE FOR CRESTRON
 ELECTRIC 2015 Account # 5075412222

| | <u>Basis</u> | <u>Reported Use</u> | <u>Recalculated Use</u> |
|-------------|--------------|-------------------------|-----------------------------|
| 1st Quarter | Estimated | 430,10 | 430,100 |
| 2nd Quarter | Estimated | 154,08 | 154,088 |
| 3rd Quarter | Estimated | 482,46 | 482,460 |
| 4th Quarter | Estimated | <u>967,164</u> | <u>170,544</u> (1) |
| Total | | <u>2,033,81</u> | 1,237,192 |

- (1) Fourth quarter usage initially reported by United Water was based on an estimate.

The amount was excessive when compared to the reported usage in recent years.

In response to a request for additional information on this usage; United Water supplied a list of readings.

The table below shows the detail readings data. The first 3 quarters of 2015 match the previously reported usage.

Usage based in 3/22/2016 reading, represents 2 quarters' usage. This includes the 4th quarter of 2015, and the 1st quarter of 2016.

The Adjusted usage for 4th Qtr. 2015 is 170,544 [$341,088 \div 2$].

Detail of Usage from United Water

| <u>Date</u> | <u>CCF</u> | <u>Gallons</u> | <u>Quarterly Usage</u> |
|-------------|------------|----------------|------------------------|
| | | <u>Period</u> | |
| 3/22/16 | 456 | 341,088 | R 4Q15 |
| | | & 1Q16 | |
| 8/28/15 | 520 | 388,960 | R |
| 8/1/15 | 64 | 47,872 | E |
| 7/2/15 | 61 | 45,628 | E 482,460 3Q15 |
| 6/3/15 | 51 | 38,148 | E |
| 6/5/15 | 54 | 40,392 | E |
| 4/4/15 | 101 | 75,548 | R 154,088 2Q15 |
| 2/3/15 | 536 | 400,928 | V |
| 1/6/15 | 39 | 29,172 | V 430,100 1Q15 |

Legend:

R - Regular

V - Verified

E - Estimated

Motion to open the meeting to the public as to the Rate Hearing was offered by Mr. Schaffer, seconded by Mr. Pontone. All Commissioners present voted in the affirmative to open the meeting to the public. The Motion passed. Doug Johnsen, 9 Haring Farm Lane, Rockleigh came forward to comment about calculations for irrigation versus potable water readings. Brief discussion followed as to how United Water reports their water readings. Mr. McGuire will confirm with Crestron if there are any separate meters solely used for irrigation purposes through United Water.

Marilyn Bresnak came forward to inquire about the details of the meeting held between the Orangetown Commissioner of their Sewerage Authority, the County officials, the RSA auditor and Mr. McGuire to question if specific details were agreed upon in writing. Mr. McGuire commented that nothing was put into writing. After discussion, it was agreed to send an e-mail to the attendees of the meeting outlining the agreed upon terms for calculation of the 2016 sewer charges and forward the final 2016 Sewer Rate study prepared by the Auditor. In addition, Mrs. Feulner added that if Orangetown does not confirm in writing the agreed upon terms of calculations, then the RSA should indicate on its invoices specific language stating the invoice being submitted is based upon Orangetown's verbal approval of these calculations during a meeting held on "x" date. The CFO confirmed if Orangetown confirms that meeting in writing then the RSA invoices does not need to stipulate this language on its invoices. The Commissioners agreed.

Motion offered by Mr. Pontone, seconded by Mr. Schaffer to close the Hearing to the public. All Commissioners voted in the affirmative. The Motion passed.

Motion to approve the RSA Sewer Rate Study of 2016 was offered by Mr. Pontone, seconded by Mr. Schaffer to approve the 2016 RSA Sewer Rate Study. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Schaffer, Pontone, Feulner

NAYS: None

ABSENT: Photiadis

ABSTAIN: None

The Motion passed.

FINANCIAL BUSINESS: The Bill List dated April 4, 2016 for approval. Brief discussion took place regarding the understanding of what certain invoices represented by John Verdigi III Electrical Contracts. Mr. McGuire explained the invoices. A Motion was offered by Mr. Schaffer, seconded by Mr. Pontone to approve Bill List dated April 4, 2016 totaling \$4,053.37 The Roll Call vote was recorded as follows:

AYES: Cumiskey, Feulner, Schaffer, Pontone

NAYS: None

ABSENT: Photiadis

ABSTAIN: None

The Motion passed.

Mrs. Feulner followed up on a topic point from the March 7, 2016 meeting regarding the pump station and the grease trap and the Rockleigh Country Club. Discussion followed. Mr. McGuire stated he contacted the vendor who currently services the grease trap for the Country Club and reported to the Commissioners that the Country club is routinely cleaning the grease trap and exceeding what cleaning needs are required and confirmed with Rapid Pumping Services that recent switch repairs at the pump station had nothing to do with the cleaning of that grease trap, but rather the defected floats. Therefore, there is no need to issue correspondence to the Country Club mandating the cleaning measures of the grease trap. The bio block tabs were purchased by the RSA for good maintenance of the pump station that Rapid Pump installs quarterly or as needed.

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

Respectfully submitted,

A handwritten signature in blue ink that reads "Marcella Giampiccolo". The signature is written in a cursive, flowing style.

Marcella Giampiccolo, Secretary
Rockleigh Sewerage Authority