

WANAQUE VALLEY REGIONAL SEWERAGE AUTHORITY

June 22, 2022

Regular Public Meeting

CALLED TO ORDER BY CHAIRMAN COVELLI – 6:08 pm

Chairman Covelli, read the following announcement:

This is the Regular meeting of the Wanaque Valley Regional Sewerage Authority, Wednesday, June 22, 2022, is in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, with all the notices required therein having been made and has been posted on the WVRSA website. Copy of said notice will be filed with the minutes of this meeting.

SALUTE TO THE FLAG

Chairman Covelli asked Mr. Eskilson to led the Authority in the Salute to the Flag.

Chairman Covelli asked for a roll call.

ROLL CALL

Commissioners Present – In-Person Herb Allen, Matthew Conlon, Michael Levine, Frank Covelli  
Commissioner Present via Zoom: Michael Gerst, Ted Taukus,

Also Present: Michael Roeder–Interim Executive Director/Licensed Operator–WVRSA–Chapman ES  
William Bailey, Esq. – Huntington Bailey, LLP - Zoom  
Justin Leslie – WVRSA Shift Supervisor  
John Eskilson – Business Administrator – Civitas New Jersey LLC

CORRESPONDENCE:

Mr. Roeder reported we received notice relating to the electric power supply bid, all bids received were above the pre-established Strike Prices. As a result, we must revert back to market prices for energy. The SEM is continuing to secure an acceptable energy bid, but until further notice we will be charged market price.

Mr. Roeder also stated that we received a letter NJDEP that we passed lab certification testing.

REVIEW / APPROVAL OF MINUTES

May 25, 2022 – Regular minutes

Chairman Covelli stated that the Commissioners have copies of the Regular May 25, 2022 minutes in their files and asked if they all have had time to review them. All stated yes.

The following motion was made:

MOTION Moved by Mr. Conlon, 2nd by Mr. Taukus to approve and accept the meeting minutes of Regular May 25, 2022.

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Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Allen, Conlon, Gerst, Levine, Taukus, and Covelli all stated Aye

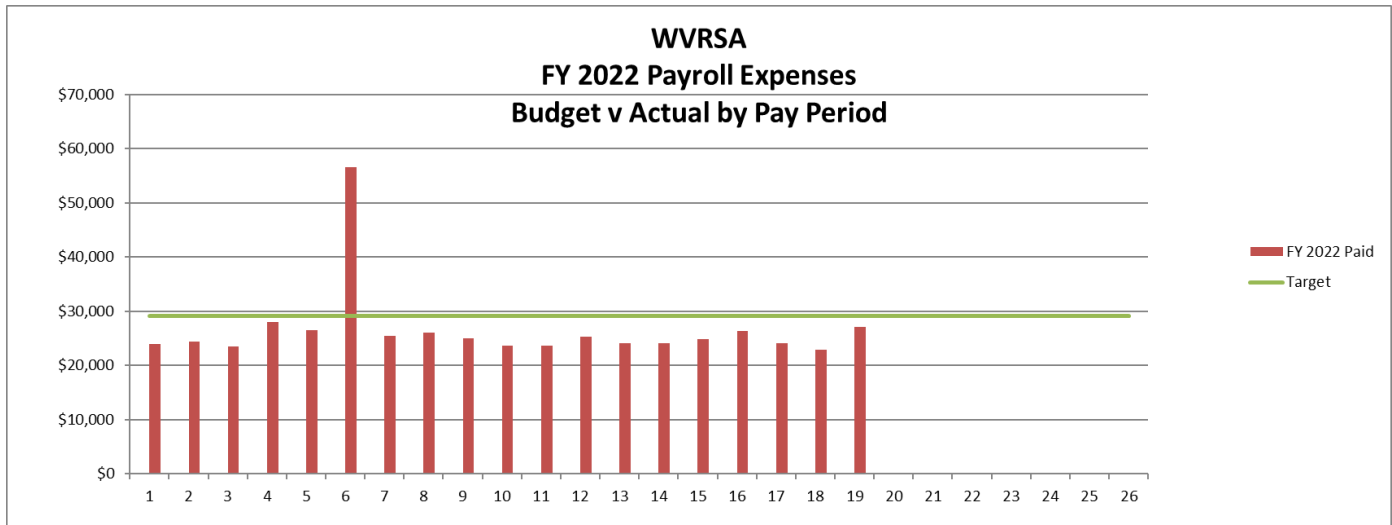
MOTION CARRIED

REPORTS

INTERIM EXECUTIVE DIRECTOR / LICENSED OPERATOR REPORT– Power Point Presentation

Mr. Roeder stated that the Executive Report (copy attached) and the report was emailed to Commissioners and Professionals for this evening’s meeting.

Mr. Roeder reported payroll is continuing to track well under budget. (See below charts)



Budget	\$ 757,440.00		
Average (median) Payroll			\$ 24,800.46
Payrolls remaining			7
Projected Payroll Cost for Balance of Year Based on Average			\$ 679,138.38
<b>Delta Projected Year End vs Actual Budget</b>			<b>\$ (78,301.62)</b>
%			-10.3%

Mr. Roeder explained that with the Management Consultant and the Interim Executive Director positions are being charged to the same budget line explaining that is why there is a deficit showing of about 24K.

Mr. Roeder gave a brief summary of the Licensed Operator charges, there are many projects/pieces to these charges we have Ringwood Board of Education, Borough of Ringwood-James Drive STP, Wanaque Water Collection, CIP charges, bring all the charges together the Authority is looking at a deficit of around 20K. We will adjust the FY23 budget to adequately reflect all the projects covered under the Licensed Operator charges.

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<b>Civitas NJ through February 28, 2022</b>	<b>\$</b>	<b>15,485</b>		
<b>FY 2022 Month</b>		<b>Chapman E.S.</b>	<b>Civitas NJ (1)</b>	<b>Total</b>
March	\$	4,503	\$ 2,500	\$ 7,003
April	\$	9,862	\$ 2,500	\$ 12,362
May	\$	5,109	\$ 2,500	\$ 7,609
June	\$	4,154	\$ 2,500	\$ 6,654
July				\$ -
August				\$ -
September				\$ -
<b>TOTAL YTD</b>	<b>\$</b>	<b>23,627</b>	<b>\$ 25,485</b>	<b>\$ 49,112</b>
<b>FY 2022 Budget</b>				<b>\$ 50,000</b>
<b>Balance Available</b>				<b>\$ 888</b>
<b>Average Cost Per Month for second half of FY 2022</b>				<b>\$ 8,407</b>
<b>Projected Year End</b>				<b>\$ 74,332</b>
<b>Year End Surplus/(Deficit)</b>				<b>\$ (24,332)</b>

(1) Civitas NJ consulting costs continued to be charged to E.D. line through year's end

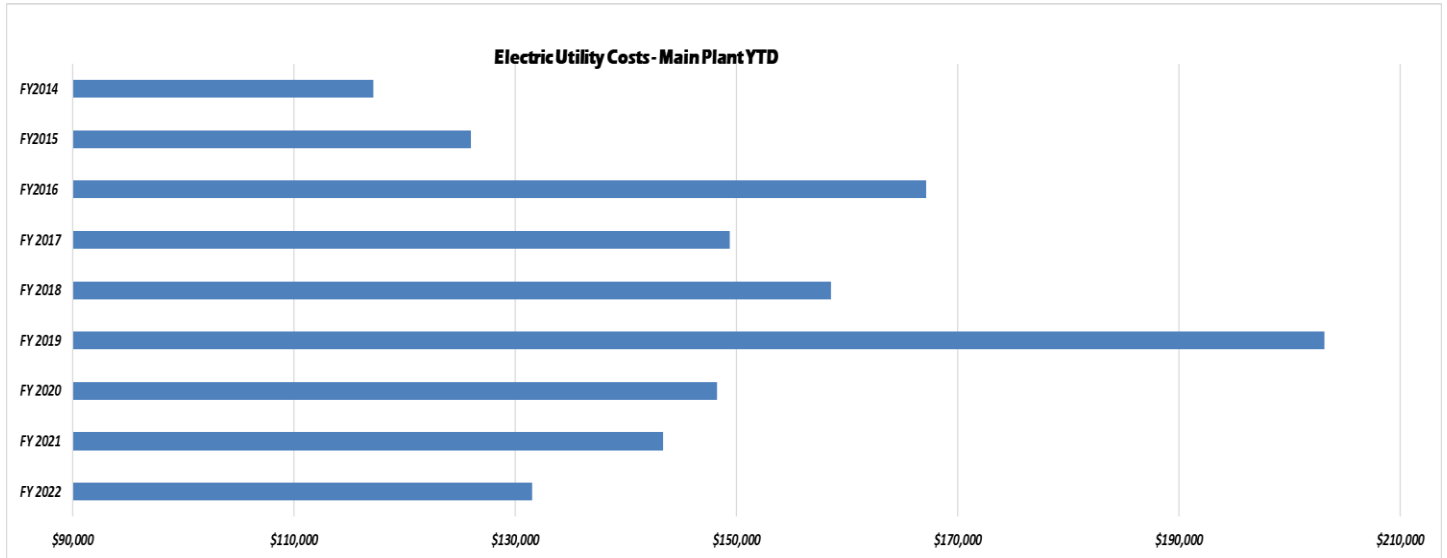
Month	Total Bill	Reimbursables				Total Reimb	Net Cost to WVRSA Operating	FY2022 Budget	Budget Delta	Wanaque Borough Collection System	Interim Exec. Director	NJIB Plan & Design
		Ringwood JD	Ringwood BOE	NJDWSC	WVRSA CIP							
October	\$ 30,992.26				\$ 1,955.00	\$ 1,955.00	\$ 29,037.26	\$ 18,333.33	\$ 10,703.93	\$ 1,700.00		
November	\$ 35,062.83	\$ 1,056.00	\$ 363.00		\$ 1,540.50	\$ 2,959.50	\$ 32,103.33	\$ 18,333.33	\$ 13,770.00	\$ 26,057.20		
December						\$ -	\$ -	\$ 18,333.33	\$ (18,333.33)			
January*	\$ 46,893.17	\$ 2,413.60	\$ 326.07		\$ 1,422.00	\$ 4,161.67	\$ 42,731.50	\$ 18,333.33	\$ 24,398.17	\$ 11,616.80		
February	\$ 31,589.50	\$ 2,240.25			\$ 829.50	\$ 3,069.75	\$ 28,519.75	\$ 18,333.33	\$ 10,186.42	\$ 2,780.80		
March	\$ 28,522.12	\$ 268.62			\$ 474.00	\$ 742.62	\$ 27,779.50	\$ 18,333.33	\$ 9,446.17	\$ 1,700.00	\$ 4,503.00	\$ 9,131.00
April	\$ 32,630.83	\$ 909.33		\$ 381.00	\$ 474.00	\$ 1,764.33	\$ 30,866.50	\$ 18,333.33	\$ 12,533.17	\$ 2,852.00	\$ 9,861.50	\$ 7,055.50
May	\$ 24,284.36	\$ 618.86			\$ 474.00	\$ 1,092.86	\$ 23,191.50	\$ 18,333.33	\$ 4,858.17	\$ 7,874.00	\$ 5,108.50	\$ 10,572.50
June	\$ 26,602.03	\$ 420.00	\$ 192.00		\$ 2,258.00	\$ 2,870.00	\$ 23,732.03	\$ 18,333.33	\$ 5,398.70	\$ 1,700.00	\$ 4,154.00	\$ 12,975.92
July						\$ -	\$ -	\$ 18,333.33	\$ (18,333.33)			
August						\$ -	\$ -	\$ 18,333.33	\$ (18,333.33)			
September						\$ -	\$ -	\$ 18,333.33	\$ (18,333.33)			
<b>TOTAL YTD</b>	<b>\$ 256,577.10</b>	<b>\$ 7,926.66</b>	<b>\$ 881.07</b>	<b>\$ 381.00</b>	<b>\$ 9,427.00</b>	<b>\$ 18,615.73</b>	<b>\$ 237,961.37</b>	<b>\$ 18,333.33</b>	<b>\$ 219,628.04</b>	<b>\$ 56,280.80</b>	<b>\$ 23,627.00</b>	<b>\$ 39,734.92</b>
<i>*billing for January and December</i>												
<b>WVRSA Cost Year to Date</b>			<b>\$ 237,961</b>		<b>Total CIP Charges =</b>	<b>\$ 9,427.00</b>						
<b>Average Monthly Cost</b>			<b>\$ 26,779</b>									
<b>Projected Year End Cost</b>			<b>\$ 318,297</b>									
<b>FY 2022 Line Item Appropriation</b>			<b>\$ 220,000</b>									
<b>Delta Projected to Appropriation Budget</b>			<b>\$ 98,297</b>									
<b>Ringood Boro 2022 Contract Revenue</b>			<b>\$ 66,300</b>									
<b>Ringwood BOE 2022 Contract Revenue</b>			<b>\$ 45,013</b>									
<b>Total Licensend Operator 2022 Revenue</b>			<b>\$ 111,313</b>									
<b>Chapman 2022 budget estimate provided in 2021</b>			<b>\$ 338,448</b>									
<b>Chapman 2022 budget estimate to year end projection</b>			<b>\$ (20,151)</b>									

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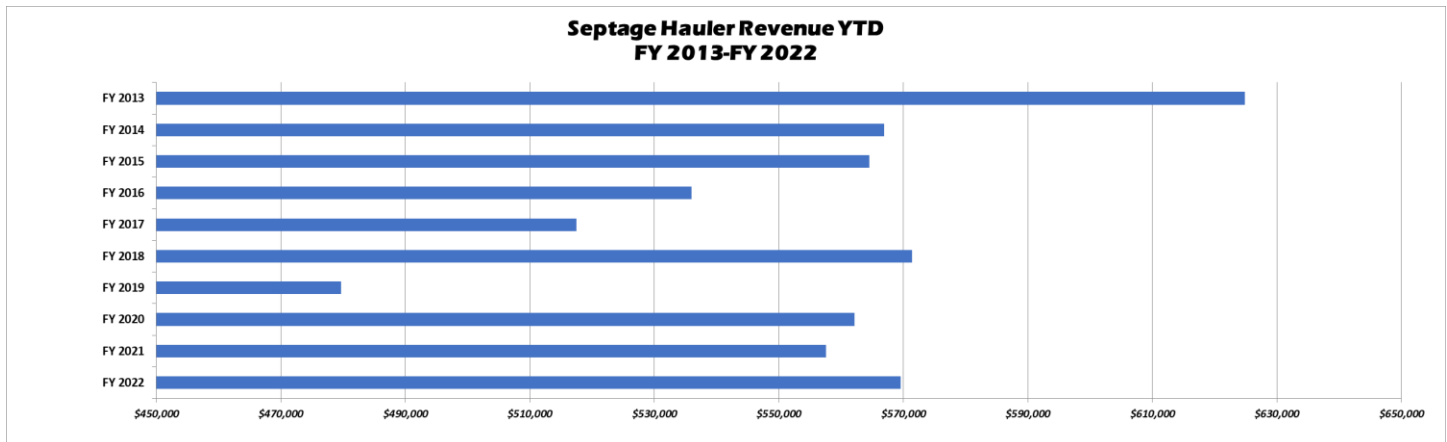
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Mr. Roeder reported that due to the NJ SEM not securing electric power supply bid, we are anticipating an extreme hike in energy cost for FY22 but will remain within the budget. Unfortunately, we will have to adapt FY23 energy line item to account for hike increase.



<b>TOTAL YTD Main Plant + HPS</b>	<b>\$ 145,320.98</b>
<b>YTD AVG</b>	<b>\$ 18,165.12</b>
<b>YR END PROJECTION</b>	<b>\$ 217,981.47</b>
<b>FY 2022 BUDGET</b>	<b>\$ 255,000.00</b>
<b>VARIANCE</b>	<b>\$ (37,018.53)</b>

Mr. Roeder stated that septage hauler revenue is projected to exceed the budget target of \$800K by \$54K and may exceed that with July and August being strong revenue months. (See Chart Below)



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Month	FY 2022	Change	% Change	FY 2021	Change	% Change	FY 2020
		Prior Month	Prior Month		2021 to 2022	2021 to 2022	
October	\$ 79,566	\$ (871)	-1.1%	\$ 85,561	\$ (5,995)	-7.0%	\$ 75,964
November	\$ 74,160	\$ (5,406)	-6.8%	\$ 58,207	\$ 15,953	27.4%	\$ 76,495
December	\$ 76,614	\$ 2,454	3.2%	\$ 71,451	\$ 5,163	7.2%	\$ 55,438
January	\$ 40,950	\$ (35,664)	-46.6%	\$ 52,271	\$ (11,321)	-21.7%	\$ 52,475
February	\$ 61,027	\$ 20,077	49.0%	\$ 29,457	\$ 31,570	107.2%	\$ 52,665
March	\$ 70,465	\$ 9,438	15.5%	\$ 81,576	\$ (11,111)	-13.6%	\$ 67,454
April	\$ 82,468	\$ 12,003	17.0%	\$ 98,821	\$ (16,353)	-16.5%	\$ 92,709
May	\$ 84,306	\$ 1,839	2.2%	\$ 80,217	\$ 4,089	5.1%	\$ 88,973
June	\$ -	\$ (84,306)	-100.0%	\$ 97,800	\$ (97,800)	-100.0%	\$ 94,764
July	\$ -	\$ -	#DIV/0!	\$ 90,447	\$ (90,447)	-100.0%	\$ 74,088
August	\$ -	\$ -	#DIV/0!	\$ 72,725	\$ (72,725)	-100.0%	\$ 72,980
September	\$ -	\$ -	#DIV/0!	\$ 80,437	\$ (80,437)	-100.0%	\$ 76,602
Total	\$ 569,555			\$ 898,970			\$ 880,606
<b>Total YTD</b>	<b>\$ 569,555</b>			<b>\$ 557,561</b>	<b>\$ 11,994</b>	<b>2.2%</b>	<b>\$ 562,172</b>
Avg Monthly YTD	\$ 71,194			\$ 69,695	\$ 1,499	2.2%	\$ 70,271
<b>Total Projected FY 2022 =</b>				<b>\$ 854,332.26</b>			
<b>FY 2022 Anticipated Budget Revenue =</b>				<b>\$ 800,000.00</b>			
<b>Difference</b>				<b>\$ 54,332.26</b>			

Mr. Roeder reported that sludge disposal is running slightly under last year, stating we are making a lot of sludge. Mr. Roeder stated that sludge disposal will be very heavy over the next two months explaining that warmer weather increase sludge disposal. Reporting that the Authority should still be under budget in sludge disposal at the end of the Fiscal Year.

MONTH	FY 2022	FY 2021	Delta	% Delta	Delta	% Delta	FY 2020
			Prior Month	Prior Month	2021-2022	2021-2022	
Oct.	360,700	432,000	19,400	5.7%	(71,300)	-16.5%	374,000
Nov.	421,200	378,000	60,500	16.8%	43,200	11.4%	315,000
Dec.	345,000	349,000	(76,200)	-18.1%	(4,000)	-1.1%	297,000
Jan.	311,000	370,000	(34,000)	-9.9%	(59,000)	-15.9%	355,300
Feb.	269,500	216,000	(41,500)	-13.3%	53,500	24.8%	277,100
March	411,400	353,000	141,900	52.7%	58,400	16.5%	359,000
April	345,800	441,000	(65,600)	-15.9%	(95,200)	-21.6%	429,000
May	384,500	435,500	38,700	11.2%	(51,000)	-11.7%	443,000
June	-	493,400	(384,500)	-100.0%	(493,400)	-100.0%	447,000
July	-	376,600	-	#DIV/0!	(376,600)	-100.0%	415,000
Aug.	-	380,000	-	#DIV/0!	(380,000)	-100.0%	278,000
Sept.	-	341,300	-	#DIV/0!	(341,300)	-100.0%	377,000
<b>TOTAL YTD</b>	<b>2,849,100</b>	<b>2,974,500</b>			<b>(125,400)</b>	<b>-4.2%</b>	<b>2,849,400</b>
<b>TOTAL</b>	<b>2,849,100</b>	<b>4,565,800</b>			<b>(1,716,700)</b>	<b>-37.6%</b>	<b>4,366,400</b>

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Mr. Roeder said, since the influent flow meter was recalibrated, we are remaining under 1 mgd. Mr. Roeder reported that the NJDEP was on site doing annual inspection, that inspection went well and there were no deficiencies noted on-site. Mr. Roeder also reported that the week of June 13<sup>th</sup> the NJDEP came and did sampling, which we passed. (Discussion continued)

Mr. Roeder asked if the Board any questions regarding the dashboard report, seeing and hearing none, Mr. Roeder stated that we will move the operation portion, Mr. Roeder stated Justin Leslie Plant Supervisor will talk on the daily operations.

SHIFT SUPERVISOR

Mr. Leslie reported on the recent major activities completed. Mr. Leslie stated that since last month we have installed a new bar screen, which is moving about twice as many solids.

Mr. Leslie stated that we have started to change out the lighting and replace with LED lighting. We have completed replacing the bathroom lights and now are working on the garage.

Mr. Leslie reported that Dr. X was at the Authority and started the Zinc and Copper testing, everything went to APL. (Discussion ensued)

**Major Activities Recently Completed**

- Installation/startup of Bar Screen**
  - Dramatic increase in rag/solids removal
  - Control system and drive unit problems uncovered
  - Resolution forthcoming for equipment/installation
- RAS Valves and backflow preventers**
  - New equipment install went flawlessly
  - New pump installed; old pump to be rebuilt
  - Clarifiers down for 3 hours without issue
- Cu/Zn testing completed last week**
  - Chemical injection followed by filtration
  - New filters (Phase 1) designed for this process
  - Would eliminate costly capital improvements
- LED lights in garage/workshop complete**

# Major Upcoming Activities

## Results from Cu/Zn testing due in 2 weeks

- Decision for WVRSA and James Dr depending on results

## Phase 2 of Bar Screen Rebuild Ongoing

- New Head unit and motor
- New control system and programming
- Installation and startup as required
- 6 to 8 weeks delivery time verbally provided by manufacturer

## Capital project identification for 2023

- Sludge holding tank valve replacement
- Others TBD, but reserving \$ from 2022 (~\$150k remains)

## Meeting with Borough of Wanaque

- Discuss results of MH inspections to date
- Identify early actions with highest impact to implement

## OPERATION REPORT – MR. ROEDER

Mr. Roeder stated that we are starting work on Fiscal Year 2023 Budget, we are looking at the Capital Budget and what projects are online for the year.

Mr. Roeder reported that we have a meeting coming up with the Borough of Wanaque regarding the Collection System Inspection, the manhole inflow, grease trap program, Copper, and Zinc issues. (Discussion continued)

## ENGINEERING REPORT

Ms. Diaz reported that the Design is progressing and are planning a status meeting. The State of New Jersey has changed the principal forgiveness program, Ms. Diaz stated she is not sure what the changes are but will be doing research on it. (Discussion ensued)

## LEGAL REPORT

Mr. Bailey of Huntington Bailey, LLP, stated that he had nothing to report.

Chairman Covelli inquired about the RBOE renewal contract; Mr. Bailey stated that they have not returned yet. Mr. Roeder stated that he contact them.

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Chairman Covelli asked about the status on Lakeside Diner with respect to the Wanaque and Ringwood municipalities with consideration of movement. Mr. Bailey replied, I haven't heard anything yet.

Mr. Levine asked a question regarding the revised By-Laws language for Treasurer position, Mr. Bailey stated the changes would be made and the new By-Laws will be circulated.

Chairman Covelli asked Mr. Roeder to give a brief explanation of the resolution(s)

Chairman Covelli asked for a motion for Resolution #22-53

**Resolution 22-53** – Authorizing the Use of North Jersey Wastewater Cooperative Pricing System Contract #A279-1 for the Purchase and Installation of Various Improvements Related to the Bar Screen Replacement Project

MOTION Moved by Mr. Gerst, 2nd by Mr. Taukus, Amending the By-Laws of the WVRSa with all the amendment noted this evening.

Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Gerst, Taukus, Levine, Conlon, Allen and Covelli all stated Aye

MOTION CARRIED

Chairman Covelli asked Mr. Levine if everything was in order with the bills, Mr. Levine stated all the bills were in order.

**Resolution 22-54** - Accepting and Authorizing Payment of Bills Resolution #22-54

MOTION Moved by Mr. Levine, 2nd by Mr. Conlon to approve and accept Resolution #22-54 in the amount of \$ \$666,163.71

Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Gerst, Taukus, Levine, Conlon, Allen and Covelli all stated Aye

MOTION CARRIED

**Resolution 22-55** - Accepting and Authorizing Payment of Bills in the amount of \$336,229.95 in accordance with procedures established under Resolution #21-37

MOTION Moved by Mr. Levine, 2nd by Mr. Allen to approve and accept Resolution #22-55 in the amount of \$ \$336,229.95

Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Gerst, Taukus, Levine, Conlon, Allen and Covelli all stated Aye

MOTION CARRIED



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Chairman Covelli asked if there was any old business to come before the Authority, Chairman Covelli stated that Commissioner Levine asked a question earlier regarding the revised language of the By-Laws which was adequately answered.

NEW BUSINESS - None

PUBLIC COMMENT

Chairman Covelli stated, we will open the floor to public comment.

Ms. Joyce Hartman – Wanaque Reserve. Building 10, Wanaque, NJ – Mr. Joyce stated odor is down and no complaints with that issue, but the speed of the Haulers is an issue. The trucks travel very fast, Ms. Hartman suggest one of the digital signs that reads the speed and alerts the driver how fast they are traveling. (Discussion ensued)

MOTION Moved by Mr. Conlon, 2<sup>nd</sup> by Mr. Taukus to close the public portion.

Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Conlon, Gerst, Levine, Taukus and Covelli all stated Aye  
Commissioner Absent: Allen

EXECUTIVE SESSION: Chairman Covelli asked if there is a need for an executive session, Mr. Bailey stated none needed.

ADJOURNMENT

Motion was made to adjourn the meeting.

MOTION Moved by Mr. Taukus, 2<sup>nd</sup> by Mr. Conlon to adjourn the meeting.

Chairman Covelli asked for all those in favor to signify so by stating Aye.  
Commissioners: Conlon, Gerst, Levine, Taukus and Covelli all stated Aye  
Commissioner Absent: Allen

MOTION CARRIED

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The meeting was adjourned at 7:13PM

Minutes respectfully submitted by,

*Elizabeth Parrinello*

Elizabeth Parrinello, Recording Secretary

MOTION WAS MADE at the 07-27-22 Public Meeting - Approved

Commissioner	Motion	Second	Ayes	Nays	Abstain	Absent
Allen			x			
Conlon		x	x			
Gerst			x			
Levine	x		x			
Taukus			x			
Covelli			x			