

WANAQUE VALLEY REGIONAL SEWERAGE AUTHORITY
February 28, 2018
Reorganization Meeting and Regular Meeting

Wanaque Valley Regional Sewerage Authority conducted a Regular Meeting which commenced at 6:05P.M. in the Wanaque Valley Regional Sewerage Authority Administration Building, 101 Warren Hagstrom Blvd., Wanaque, New Jersey with Chairman Frank Covelli, presiding.

ANNOUNCEMENT – 6:10pm

Chairman Covelli, read the following announcement:

Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975 adequate notice as defined by Section 3D of Chapter 231, P.L. 1975, and has been posted on the WVRSA website. Copy of said notice will be filed with the minutes of this meeting.

ROLL CALL

Commissioners Present: Michael Levine, Michael Siesta, Robert Moshman, Frank Covelli,

Commissioner Absent: Ted Taukus

Also Present: William Bailey, Esq. – Huntington Bailey, LLP
Giselle Diaz, P.E. – Boswell Engineering
Elizabeth Parrinello – Recording Secretary

SALUTE TO THE FLAG

Chairman Covelli asked Mr. Victor Calabrese from the public to led the Authority in the Salute to the Flag.

CORRESPONDENCE LIST - None

REVIEW / APPROVAL OF MINUTES

January 24, 2018

Chairman Covelli stated that the Commissioners have copies of January 24, 2018 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. Levine, 2nd by Mr. Siesta to approve and accept the meeting minutes of January 24, 2018.

Chairman Covelli asked for all those in favor to signify so by stating Aye.
Commissioners: Levine, Siesta, Moshman, Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

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PUBLIC PORTION

Chairman Covelli stated that this will be the first of two public portions and if anyone wishing to address this Board – step up to the microphone and state your name and address for the records.

Ms. Joyce Hartman - Wanaque Reserve, Building 10, and Ms. Hartman stated that she and another resident of the Reserve notice that the Authority's gator goes into the woods and comes back out in approximately 5-10 minutes. Ms. Hartman inquired to what/why they would be going into the woods. Mr. Eskilson stated he would follow up with Mr. White.

Chairman Covelli asked if there was anyone else from the public that wisher to address the Board at this time. Seeing none, the following motion was made.

Motion was made to close the public portion.

MOTION Moved by Mr. Moshman, 2nd by Mr. Siesta to close the public portion.

Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

Chairman Covelli at this time asked the Board and Mr. Eskilson if it would be appropriate to move number seven on the agenda to after number twelve on the agenda. Chairman Covelli stated that this way we could close the intro and open the reorganization portion.

Chairman Covelli asked for a motion to close the intro portion, the following motion was made.

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta to close the intro portion of tonight's meeting and go into the Reorganization Meeting.

Chairman Covelli asked for all those in favor to signify so by stating Aye.
Commissioners: Levine, Siesta, Moshman, Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

The portion closed at 615 PM.

Chairman Covelli asked for a roll call of the Reorganization Meeting.

ROLL CALL

Commissioners Present: Michael Levine, Michael Siesta, Robert Moshman, Frank Covelli,

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Commissioner Absent: Ted Taukus

Also Present: William Bailey, Esq. – Huntington Bailey, LLP
Giselle Diaz, P.E. – Boswell Engineering
Elizabeth Parrinello – Recording Secretary

Chairman Covelli stated that Mr. Eskilson should take over the Reorganization Meeting at this time. the nomination and election of officers

NOMINATION AND ELECTION OF OFFICERS

Chairman Appointment – Resolution #18-08 – see attached motion and resolution
After Chairman Covelli was reappointed, Mr. Eskilson turned the meeting over to Chairman Covelli.

Vice-Chairman Appointment – Resolution #18-09 – Reappointed Mr. Moshman - see attached motion and resolution

Treasurer Appointment – Resolution #18-10 – Reappointed Mr. Levine - see attached motion and resolution

Secretary Appointment – Resolution #18-11 – Reappointed Mr. Siesta - see attached motion and resolution

Assistant Secretary Appointment – Resolution #18-12 – Reappointed Mr. Taukus- see attached motion and resolution

The Board confirmed each nomination;

Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

Chairman Covelli stated the Board will proceed to the Award of Professional service contracts, asking the board if they would like to vote individual or move as a group with Chairman Covelli reading each resolution. The Board agreed to move as one motion.

Chairman Covelli asked for a motion on moving Resolutions 18-13 thru 18-17 all at once.

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta
Chairman Covelli asked for all those in favor to signify so by stating Aye.

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Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

AWARD OF PROFESSIONAL SERVICE CONTRACTS

Contract for General Counsel Service – Resolution #18-13 – see attached motion and resolution
Contract for Auditing Services – Resolution #18-14 – see attached motion and resolution
Contract for Engineering Services – Resolution #18-15 – see attached motion and resolution
Contract for Risk Management Consulting – Resolution #18-16 – see attached motion and resolution
Contract for Bond Counsel Services – Resolution #18-17 – see attached motion and resolution

Chairman Covelli asked for a motion on Resolutions 18-13 thru 18-17

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta
Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

OTHER APPOINTMENTS

Resolution #18-18

Authorizing Contract with the Canning Grp., LLC for Interim Executive Director Services as Non-Fair and Open Contract – Resolution #18-18 -see attached motion and resolution

Chairman Covelli asked for a motion on Resolutions 18-18

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta
Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

Resolution #18-19

Appointing John Eskilson of the Canning Group, LLC as Interim Executive Director – Resolution #18-19 -see attached motion and resolution

Chairman Covelli asked for a motion on Resolutions 18-19

MOTION Moved by Mr. Moshman, 2nd by Mr. Levine
Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.

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Commissioner Taukus - Absent

MOTION CARRIED

Mr. Eskilson informed Chairman Covelli that he could move Resolution 18-20-thru 18-27 as a group if he chose to. Chairman Covelli thanked Mr. Eskilson for that reminder, Vice- Chairman Moshman stated he would like to move Resolution 18-20 thru 18-27 as a group.

Chairman Covelli asked for a motion on Resolutions 18-20 thru 18-27 being moved as a group.

MOTION

Moved by Mr. Moshman, 2nd by Mr. Levine

Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.

Commissioner Taukus - Absent

MOTION CARRIED

NJUA-JIF Fund Commissioner and Alternate– Resolution #18-20 -see attached motion and resolution
BMED Fund Commissioner and Alternate– Resolution #18-21 -see attached motion and resolution
Liaison to the Borough of Wanaque – Resolution #18-22 -see attached motion and resolution
Liaison to the Borough of Ringwood – Resolution #18-23 -see attached motion and resolution
Liaison to the Township of West Milford – Resolution #18-24 -see attached motion and resolution
Certifying Officer – Resolution #18-25 -see attached motion and resolution
Open Public Records Act Custodian of Records–Resolution #18-26 -see attached motion & resolution
Qualified Purchasing Agent – Resolution #18-27 -see attached motion and resolution

COMMITTEE APPOINTMENTS – By Chairman (Finance, Personnel, Insurance, Safety, Long Range Planning) Chairman Covelli reviewed all the committees and the Commissioners who serve on the committees. Chairman Covelli stated if there were no objections Chairman Covelli stated that he would like to keep the Committees as they are.

Mr. Eskilson reminded Chairman Covelli that he could move Resolution 18-28-thru 18-38 as a group also if he chose to.

MOTION Moved by Mr. Levine, 2nd by Mr. Moshman to move Resolution 18-28-thru 18-38 as a group

Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.

Commissioner Taukus - Absent

MOTION CARRIED

Chairman Covelli requested that Mr. Eskilson give a brief explanation of each Resolution.

MISCELLANEOUS RESOLUTIONS – See attached motions and resolutions #18-28 - #18-38

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Designation Official Depositories and Signatories – Resolution #18-28
Designating Official Newspapers – Resolution #18-29
Establishing Meeting Dates of the WVRSA Board of Commissioners- Resolution #18-30
Adopting Miscellaneous Fees - Resolution #17-31
Adopting Various Rates - Resolution #18-32
Authorizing the Issuance of Purchase Orders in Compliance with N.J.S.A.19:44A-20 et. Seq
(Pay to Play Law) for Various Services - Resolution #18-33
Adopting Defense and Indemnification Policy - Resolution #18-34
Approving Vehicle Use Policy - Resolution #18-35
Approving and Continuing Section 125 Plan - Resolution #18-36
Establishing Policy Relative to Emergency Purchases - Resolution #18-37
Authorizing Sale of Public Property Owned by the WVRSA - Resolution #18-38

Chairman Covelli asked for a motion on Resolutions 18-28 thru 18-38 being moved as a group,

MOTION Moved by Mr. Levine, 2nd by Mr. Moshman
Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

FINANCIAL

Adopting Cash Management Plan - Resolution #18-39

Mr. Eskilson give an explanation of Resolution #18-39

Chairman Covelli asked for a motion on Resolutions 18-28 thru 18-38 being moved as a group,

MOTION Moved by Mr. Levine, 2nd by Mr. Moshman
Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners, Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

Chairman Covelli stated that is now concludes the Reorganization portion of the February 28, 2018 meeting of the Wanaque Valley Regional Sewerage Authority.

Chairman Covelli stated we now will resume with Regular public portion of the February 28, 2018 meeting of the Wanaque Valley Regional Sewerage Authority.

Chairman Covelli stated that the meeting will move back to number seven on the agenda which is Reports.

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REPORTS

INTERIM EXECUTIVE DIRECTOR

Mr. Eskilson prepared a written report (copy attached), which was in the WVRSA meeting package for this meeting.

Mr. Eskilson explained that most of his report will be in closed session regarding personnel issue. Mr. Eskilson stated that the Dashboard Reports are all positive.

Mr. Eskilson stated he would answer any questions regarding his report.

ENGINEERING REPORT

Ms. Diaz stated the pumps are installed at Haskell Pump Station, the motors have not yet come in will be installed when they arrive.

Ms. Diaz reported that the "Beast 2" bid is ready for publication and should be ready to award on the March 28, 2018 public meeting.

LEGAL REPORT

Mr. Bailey of Huntington Bailey, LLP, stated that he had nothing to report. Mr. Bailey thanked the board for the reappointment of Counsel to the Authority.

PAYMENT OF BILLS

Chairman Covelli asked if any of Commissioners had any questions on vouchers, Mr. Levine stated all vouchers were in order.

Resolution 18-7 - Accepting and Authorizing Payment of Bills Resolution #18-7

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta to approve and accept Resolution #18-8 in the amount of \$50,2492.66

Chairman Covelli asked for all those in favor to signify so by stating Aye.

Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.

Commissioner Taukus - Absent

MOTION CARRIED

OLD BUSINESS - None

NEW BUSINESS - None

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PUBLIC COMMENT

Chairman Covelli stated that anyone wishing to address this Board – step up to the microphone and state your name and address for the records.

Mr. Maurice Houckes – 10 Lines Avenue, Wanaque – Mr. Houckes stated that he attends many of the Authority's meetings and his concern is that there is a vacant seat. Stating that this could pose a problem with making a quorum. Mr. Houckes wanted to know if the Authority has been in contact with the Borough of Ringwood to fill Ringwood's vacant seat. Mr. Eskilson stated he would send a letter to the Borough of Ringwood.

Motion was made to close the public portion.

MOTION Moved by Mr. Siesta, 2nd by Mr. Levine close the public portion.

Chairman Covelli asked for all those in favor to signify so by stating Aye.
Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

Mr. Eskilson stated that there is a need for an Executive Session and read the following.

Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975 adequate notice as defined by Section 3D of Chapter 231, P.L. 1975, and has been posted on the WVRSA website. Copy of said notice will be filed with the minutes of this meeting.

Chairman Covelli stated that we reserve the right to return to open session to take formal action if the Board chooses to do so.

Chairman Covelli asked if the Ms. Diaz can be dismissed at this point, Mr. Eskilson answer yes.

Motion was made to go into Executive Session for the purpose of personnel issues.

MOTION Moved by Mr. Levine, 2nd by Mr. Siesta to move to an Executive Session.

Chairman Covelli asked for all those in favor to signify so by stating Aye.
Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.
Commissioner Taukus - Absent

MOTION CARRIED

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Upon returning from the Executive Session, the board moved to take action on personnel issues relating to staffing. (Discussion ensued)

Motion was made to close the public portion.

MOTION Moved by Mr. Siesta, 2nd by Mr. Levine to close the public portion.

Chairman Covelli asked for all those in favor to signify so by stating Aye.
 Commissioners Levine, Siesta, Moshman and Covelli all stated Aye.
 Commissioner Taukus - Absent

MOTION CARRIED

ADJOURNMENT

Motion was made to adjourn the meeting.

MOTION Moved by Mr. Moshman 2nd by Mr. Siesta to adjourn this meeting

Chairman Covelli asked for all those in favor to signify so by stating Aye.
 Commissioners Levine, Siesta, and Covelli all stated Aye
 Commissioner Taukus - Absent

MOTION CARRIED

The meeting was adjourned at 7:20PM

Minutes respectfully submitted by,
Elizabeth Parrinello
 Elizabeth Parrinello, Recording Secretary

APPROVED 05-30-18 REGULAR MEETING

Commission	Motion	Second	Ayes	Nays	Abstain	Absent
Levine	X		X			
Siesta		X	X			
Taukus					X	
Moshman						X
Covelli			X			
Allen					X	