

From: [Andrea DeCarlo](#)
Subject: RVSA Approved Minutes
Date: Friday, February 16, 2024 8:34:57 AM
Attachments: [02 Minutes 01-18-24 Regular Meeting.pdf](#)
[03 Minutes 01-18-24 Attachment - Report of Treasurer 09-2023.pdf](#)
[01 Minutes 01-18-24 Finance Committee Meeting.pdf](#)

Good Morning,

Enclosed are the RVSA minutes that were approved at the February regular meeting.

Thank you,

Andrea DeCarlo, QPA
Purchasing Agent
Rahway Valley Sewerage Authority
1050 East Hazelwood Avenue
Rahway, NJ 07065
tel: (732) 388-0868 ext. 219 | fax: (732) 382-0774
email: adecarlo@rahwayvalleysa.com

RAHWAY VALLEY SEWERAGE AUTHORITY
Finance Committee Meeting Minutes – January 18, 2024

Mr. Harms, Finance Committee Chairman, called the meeting to order at 5:31 p.m., and asked that the recorder be turned on.

Mr. Harms read the statement on "Open Public Meetings Law"

In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting was forwarded to the Star Ledger, the Home News Tribune, and the Clerk of each of the eleven-member municipalities on February 28, 2023. As this is a Committee Meeting, no action will be taken.

If any member of this body believes that this meeting is being held in violation of the provisions of the Open Public Meetings Act, please state your objection and the reasons for same at this time. ... Hearing no objections, we shall proceed with our scheduled meeting.

Mr. Harms requested a salute to the flag and a moment of silence.

Roll Call

The following members were present:

* Frank G. Mazzarella	for the Township of Clark
Chris Kolibas	for the Township of Cranford
Stephen D. Greet	for the Borough of Garwood
Robert M. Beiner	for the Borough of Kenilworth
Robert Rachlin	for the City of Rahway
Loren Harms	for the Borough of Roselle Park
Raymond Szpond	for the Township of Scotch Plains
Edward Gottko	for the Town of Westfield
Michael J. Gelin	for the Township of Woodbridge

The following members were absent:

John J. Tomaine	for the Borough of Mountainside
Michael Furci	for the Township of Springfield

The following were also present:

James J. Meehan	Executive Director
John Buonocore	Executive Director
Andrea DeCarlo	Purchasing Agent/Board Secretary
Karen Musialowicz	Secretary-Treasurer
Doug Reno	Assistant Director/Superintendent
Janet Thevenin	Manager of Regulatory Compliance
James M. Meehan	Environmental Compliance Supervisor
Dennis Estis	General Counsel – Greenbaum, Rowe, Smith
Howard Matteson	Consulting Engineer – CDM Smith

* via conference call

New Business

The Finance Committee has reviewed the Bills and Claims, and action to approve will be on the Regular Meeting agenda under Bills and Claims.

Adjournment

As there was no further business, on motion of Mr. Greet, second by Mr. Gottko, the meeting adjourned at 5:33 p.m. The motion was approved by those present.

Chairman

Andrea De Carlo
Andrea DeCarlo, Board Secretary

**RAHWAY VALLEY SEWERAGE AUTHORITY
CONDENSED FINANCIAL DATA INDEX
MONTH ENDED September 30, 2023**

OPERATING AND REVENUE FUNDS:

Changes in Cash and Cash Equivalents
Current Year Operating Expenses

RESTRICTED FUNDS:

Changes in Cash and Cash Equivalents

**RVSA - Operating and Revenue Funds
Changes in Cash and Cash Equivalents
September 30, 2023**

Cash and Cash Equivalents, Beginning of Period	\$ <u>10,130,401</u>
Cash Receipts:	
Revenues:	
Member Annual Assessments	
Discharge Fees	
Permit Fees	
Sewer Connection Fees	950
Food Waste	
Interest Income	47,421
Other	
	<hr/>
Total Revenues	<u>48,371</u>
Transfers From Restricted Funds	<hr/>
Total Cash Receipts	<u>48,371</u>
Cash Disbursements:	
Operating Costs	1,317,950
Transfers To Restricted Funds	
	<hr/>
Total Cash Disbursements	<u>1,317,950</u>
Cash and Cash Equivalents, End of Period	\$ <u><u>8,860,822</u></u>

RVSA - Current Year Operating Expenses
September, 2023

Line #	RVSA - Current Year Operating Expenses	Current Month	Year to Date		2023 BUDGET	Unexpended Budget
			Amount	Budget %		
1	Salaries and wages	\$ 388,400	4,048,322	67.5%	6,000,000	1,951,678
2	Payroll taxes	31,039	307,843	64.2%	479,500	171,657
3	Employee benefits	130,112	955,789	75.0%	1,275,000	319,211
4a	NJ Retirement Fund Assessment		774,119	96.8%	800,000	25,881
4b	Retiree benefits	45,637	315,379	76.0%	415,000	99,621
5	Consulting engineer retainer	4,450	10,383	56.1%	18,500	8,117
6	Other engineering fees	-	8,600	14.3%	60,000	51,400
7	Legal fees -general counsel	1,530	22,738	28.4%	80,000	57,262
8	Other legal / prof fees	10,617	36,308	33.0%	110,000	73,692
9	Financing - prof / adm fees	3,300	305,721	73.7%	415,000	109,279
10	Audit	-	-	0.0%	40,000	40,000
11	Telephone	1,222	9,456	20.1%	47,000	37,544
12	Printing / advertising	95	1,144	10.9%	10,500	9,356
13	Office expenses	1,100	8,088	53.9%	15,000	6,912
14	Petty cash	-	292	22.5%	1,300	1,008
15	Travel	1,815	4,800	48.0%	10,000	5,200
16	Equipment service contracts	1,468	12,137	40.5%	30,000	17,863
17	Insurance	51,919	366,345	78.8%	465,000	98,655
18	Miscellaneous	-	865	43.3%	2,000	1,135
19	Electricity	191,847	740,803	74.1%	1,000,000 *	259,197
20	Diesel fuels	-	571	11.4%	5,000	4,429
21	Trunk-line maintenance	-	643	0.3%	191,000	190,357
22	Natural gas	28,838	224,750	37.5%	600,000	375,250
23	Polymer	57,620	387,025	64.5%	600,000	212,975
24	Gasoline	-	9,926	49.6%	20,000	10,074
25	Sludge disposal	191,066	535,515	107.1%	500,000	(35,515)
26	Off-site disposal	-	22,554	37.6%	60,000	37,446
27	Information technology	1,179	127,854	98.3%	130,000	2,146
28	Biosolids/energy maintenance	19,618	477,940	86.9%	550,000	72,060
29	Chemicals (Hypo/Hydroxide)	-	112,733	75.2%	150,000	37,267
30	Meter maintenance / supplies		53,750	31.6%	170,000	116,250
31	Health, safety and security	14,915	110,817	73.9%	150,000	39,183
32	Maintenance supplies	67,044	623,213	56.7%	1,100,000	476,787
33	Water	15,167	75,760	75.8%	100,000	24,240
34	UV system, parts and service	-	74,679	49.8%	150,000	75,321
35	Vehicle expenses	4,069	18,630	93.2%	20,000	1,370
37	Permit fees	-	178,474	76.9%	232,000	53,526
40	Laboratory expenses	9,198	79,690	56.9%	140,000	60,310
41	Regulation compliance	40,775	152,254	90.6%	168,000	15,746
42	Collection system	-	269	3.6%	7,500	7,231
43	Industry surveillance	-	1,693	28.2%	6,000	4,307
46	Public Relations	-	-	0.0%	5,000	5,000
48	Mail and delivery	56	3,155	50.9%	6,200	3,045
49	Commissioners' expense	3,645	15,716	56.1%	28,000	12,284
50	Medical examinations	209	1,027	34.2%	3,000	1,973
52	Membership dues	-	9,894	33.0%	30,000	20,106
	Total	\$ 1,317,950	11,227,664	68.5%	16,395,500	5,167,836
			68.5%		-	31.5%

RVSA - Restricted Funds
Changes in Cash and Cash Equivalents
September 30, 2023

	<u>Total</u>	<u>Building and Equipment Fund</u>	<u>Capital Replacement Fund</u>	<u>Construction Fund</u>	<u>Debt Service Fund</u>	<u>Operating Reserve Fund</u>
Cash and Cash Equivalents, Beginning of Period	\$ 7,699,536	496,997	2,575,932	1,659	526,073	4,098,875
Cash Receipts:						
New Jersey Environmental Infrastructure Trust	-					
Grant Income/ Insurance Reimb	-					
Interest Income	2,381				2,381	
Transfers From Unrestricted Funds	-					
Transfers From Restricted Funds	-					
Other- FEMA Reimbursement	-					
Total Cash Receipts	2,381	-	-	-	2,381	-
Cash Disbursements:						
Capital Assets	130,587	130,587				
Long-term Debt Principal Maturities	-					
Interest Expense	-					
Transfers To Unrestricted Funds	-					
Transfers To Restricted Funds	-					
Other	-					
Total Cash Disbursements	130,587	130,587	-	-	-	-
Cash and Cash Equivalents, End of Period	\$ 7,571,330	366,410	2,575,932	1,659	528,454	4,098,875

RAHWAY VALLEY SEWERAGE AUTHORITY

Summary of Minutes – Regular Meeting held January 18, 2024

- Communications
Letter from the Township of Woodbridge & Resolution from the Borough of Mountainside

- Approval of Minutes
December 21, 2023 Finance Committee and Regular Meetings

- Treasurer’s Report
Report for the month of September 2023

- Executive Director’s Report
Sewer Endorsements, Municipal Reports, and the status of various contracts

- Report of Consulting Engineer
Overview of engineering matters

- Report of General Counsel
Overview of legal matters

- Committee Reports
Reports were given by the Finance and Nominating Committees.

- Unfinished Business
None

- Consent Agenda / New Business
The following actions were taken: Rejection of Bid for Contract #2424 – Liquid Ferric Chloride; and Tribute to Outgoing Executive Director James Meehan.

- Bills & Claims		
OPERATING FUND	01	\$1,130,825.62
BUILDING & EQUIPMENT FUND	02	<u>\$69,011.42</u>
TOTAL OF ALL FUNDS:		\$1,199,837.04

RAHWAY VALLEY SEWERAGE AUTHORITY
Regular Meeting Minutes – January 18, 2024

The Chairman, Robert Beiner, called the meeting to order at 5:33 p.m.

The Chairman read the statement on “Open Public Meetings Law”

In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting was forwarded to the Star Ledger, the Home News Tribune, and the Clerk of each of the eleven member municipalities on February 28, 2023.

If any member of this body believes that this meeting is being held in violation of the provisions of the Open Public Meetings Act, please state your objection and the reasons for same at this time. Hearing no objections, we shall proceed with our regularly scheduled meeting.

Roll Call

The following members were present:

* Frank G. Mazzarella	for the Township of Clark
Chris Kolibas	for the Township of Cranford
Stephen D. Greet	for the Borough of Garwood
Robert M. Beiner	for the Borough of Kenilworth
** John J. Tomaine	for the Borough of Mountainside
Robert Rachlin	for the City of Rahway
Loren Harms	for the Borough of Roselle Park
Raymond Szpond	for the Township of Scotch Plains
Edward Gottko	for the Town of Westfield
Michael J. Gelin	for the Township of Woodbridge

The following member was absent:

Michael Furci	for the Township of Springfield
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The following were also present:

James J. Meehan	Executive Director
John Buonocore	Executive Director
Andrea DeCarlo	Purchasing Agent/Board Secretary
Karen Musialowicz	Secretary-Treasurer
Doug Reno	Assistant Director/Superintendent
Janet Thevenin	Manager of Regulatory Compliance
James M. Meehan	Environmental Compliance Supervisor
Brett Howard	Health/Safety Coordinator
Dennis Estis	General Counsel – Greenbaum, Rowe, Smith
Howard Matteson	Consulting Engineer – CDM Smith

* attended via conference call / ** arrived after roll call

Communications

A letter was received from the Township of Woodbridge on January 4th stating that Michael Gelin has been reappointed to the Authority’s Board for a five-year term. A resolution was also received from the Borough of Mountainside stating that John Tomaine has been reappointed.

Approval of Minutes

Mr. Rachlin made a motion, second by Mr. Harms, to approve the minutes of the Finance Committee and Regular Meetings held December 21, 2023. The motion was approved by those present.

Report of Treasurer

A report for the month of September 2023 was received and forwarded to the Commissioners.

Ms. Musialowicz reported that since the December meeting, the Authority received a \$175k reimbursement from FEMA to cover 90% of the engineering costs related to the Hurricane Ida project. She stated that the hope is to close this out sometime in February. Mr. Gelin asked what is still outstanding; Ms. Musialowicz explained that we are still waiting on the DEP to approve certain permits. Mr. Matteson added that we are in the DEP's queue and he expects that this should be wrapped up soon.

Mr. Beiner asked if the Authority's new Connection Fee Program has gone into effect; Ms. Musialowicz replied yes. Mr. Beiner explained that this is great news as it is expected to generate additional revenues that will help offset the budget.

Report of Superintendent

Doug Reno submitted the following report for December 2023.

Permit

December Permit Compliance had 2 excursions:

- Fecal Coliform
 - Weekly Geometric Mean greater than 400
 - Monthly Geometric Mean greater than 200
- TSS Percent Removal
 - Monthly Percent Removal less than 85%

Mr. Reno explained that for TSS Percent Removal, the Authority actually met the total solids parameter in the permit, but because of the low influent, the percent removal was off. He stated for Fecal Coliform, there was a lot of troubleshooting and the staff did everything possible to get back into compliance as quickly as possible. He explained that there was typically a 24-hour waiting period in between samples, so unfortunately, it did take some time; however, we are now back in compliance.

Equipment

- Dryer work is ongoing. Expected to be back online in the end of February or early March 2024.
 - Roughly 70% complete on hard facing. Other in-house maintenance of the facility/ancillary equipment ongoing concurrently.
- Rebuild of Cogen Engine #2 is ongoing. Expected to be back online in April 2024.
 - Engine block is back on site and reassembly has commenced.
- Gas Cleaning Skid repair technician expected on site 1/29/24. Burning of digester gas to resume ASAP once repairs are made. Mr. Reno stated that he is hoping for a one-day turnaround on this fix.

General Information

PEOSH Inspection

- Inspection held on 1/9/24
 - Several minor citations – most have already been resolved.

Mr. Mazzarella asked about the status of the Cogen facility. Mr. Buonocore stated that the engines are currently down; and while we could run them on natural gas, we have decided not to in order to save hours on our permit. Also, he explained that having the engines down makes it safer and easier for the Caterpillar techs who are working on the equipment. Mr. Mazzarella asked if this means that the gas is being flared off. Mr. Buonocore confirmed, stating that the technician will be onsite at the end of the month and that the hope is to get back online that week.

Mr. Gelin inquired about whether the Authority has resolved the issues brought forth by the Avenel Fire Department. Mr. Reno stated that all of their concerns, mainly related to the engine backfiring, have been addressed. He added that if there are any new concerns, they have not yet been brought to the Authority's attention.

Report of Executive Director

The following Sewer Treatment Endorsements were processed since the last meeting. A copy of the log sheet with additional information regarding these applications has been distributed for your reference.

2023-2024 Treatment Endorsement Permits 0-1999 gpd							
RVSA Number				Date	Applicant's Name		Municipality
2775	-	23	-	WF	12/28/23	Hassan Elmekki / M&M Home Specialty LLC	Westfield
2776	-	24	-	WF	01/04/23	Joseph Buontempo	Westfield
2777	-	24	-	WB	01/08/23	Seema Kapoor	Woodbridge
2778	-	24	-	KW	01/08/24	Bondi Investments LLC	Kenilworth
2779	-	24	-	WB	01/08/24	51 Holly Road Associates LLC	Woodbridge

Mr. Buonocore mentioned that, as Mr. Beiner highlighted earlier, the Authority's Connection Fee Program is now in effect. He further noted that the updated forms and policies are available on the Authority's website.

Mr. Tomaine arrived at this time, 5:43 p.m.

Municipal Monthly Collection System Reports

The following Reports were received since the last regular meeting:

- Cranford – December 2023
- Garwood – December 2023
- Mountainside – December 2023
- Scotch Plains – December 2023
- Rahway – December 2023
- Woodbridge – December 2023

Mr. Buonocore stated that we are currently in the process of planning an annual Collection System Operators forum, the first of which will likely take place in the Spring. He explained that this will give licensed operators and DPW officials the opportunity to tour the plant and ask about any questions or concerns they may have. Mr. Szpond requested that the Board be notified of this date so that the Commissioners may tag along.

Plant O&M Update

Mr. Buonocore reported that there were a couple of big storms over the past two months. He stated that overall, the plant handled the rain events well, with the exception of some flooding that occurred in the basement of the headworks building. However, it has since been cleaned up and there was no physical damage to any of the equipment.

Mr. Buonocore reported that the Bar Screen Project is progressing and the new equipment was delivered earlier this month. He stated that the demolition of channel three is set to begin next week, so we will be down to two of our three channels; and we will notify the DEP when this is happening.

Mr. Buonocore brought up the permitting issues previously reported by Mr. Reno, mentioning that he had reported them to the DEP hotline. Additionally, he noted that the Authority's new case manager has expressed appreciation for our proactive approach.

He also reiterated that the Dryer should be back online soon, with a target date set for the end of February. He expressed that there is some concern about the equipment that has not been in use since the Dryer has been down, and stated that unfortunately, it cannot be tested until we are back up and running. For example, our thermal oil heater cannot be refilled with oil until we are back online. While there is no indication that anything is wrong with the equipment, we have scheduled the technician to be onsite for troubleshooting just in case.

Collection System O&M Update

Mr. Buonocore reported that a kickoff meeting has been planned for the manhole inspection project, which is scheduled to take place throughout the upcoming year; and mentioned that the Authority has been collaborating with CDM Smith on this.

He also stated that there were no Flow Rights or User Charge Reports issued this month as there is a scaling issue with a meter in Scotch Plains, which we are currently in the process of troubleshooting.

Employee Handbook

We have begun discussions with Labor Counsel regarding updates to the RVSA Employee Handbook. Mr. Buonocore explained that there are some new rules and regulations needing to be implemented; also, he feels there is a need to streamline the document.

Alternative/Special Projects

Since this matter involves ongoing negotiations, an update will be provided in Closed Session.

Contract #2424 – Liquid Ferric Chloride

A bid opening was held on January 9th and one bid was received as follows:

<u>Vendor</u>	<u>Amount</u>
Univar Solutions Morrisville, PA	\$4.3427/gallon

As the sole bid exceeded the Authority's cost expectations, Doug Reno and Andrea DeCarlo have decided to reject this bid and re-advertise the contract if necessary. A resolution rejecting Univar's bid is on the agenda.

Monthly Reports

The Monthly Operations and IPP Reports were received and forwarded to the Commissioners for review.

Mr. Gelin asked if there is a possibility that the Authority will perform an inspection on the Woodbridge gravity spur. Mr. Buonocore stated that while this is not the Authority's line, he can look into this possibility. Mr. Meehan asked if there is a certain area that Mr. Gelin is concerned about; Mr. Gelin replied that he is concerned about the area by Home Depot. Mr. Mazzarella asked if that line is owned by the Authority or Woodbridge. Mr. Gelin replied that the line is owned by Woodbridge but feeds into the RVSA system; and he is worried about an illegal connection. Mr. Buonocore stated that the Authority typically does not TV that line, so Mr. Gelin stated that he would have National Water Main take care of it.

Report of Consulting Engineer

Howard Matteson, Consulting Engineer from the firm CDM Smith, submitted the following report for work activities for the month of December 2023 and through the date of this report.

A. Retainer Services

During the period, CDM Smith prepared the monthly report for December 2023 and attended the December 2023 Board Meeting virtually.

B. Miscellaneous Engineering Services

During the period, CDM Smith performed the following:

- Began development of draft cured-in-place-pipe (CIPP) contract document.
- Finalized analysis of flow data provided by the Authority for use with updated the Interceptor Model and began development of Technical Memorandum summarizing findings. Mr. Matteson stated that he is hoping to have this sent out next week for Mr. Buonocore's review.

C. Influent Bar Screen Replacement

During the period, CDM Smith performed the following:

- Coordinated with Contractor related to shop drawing submissions, field conditions, and equipment deliveries.
- Updated submittal log.
- Participated in progress meeting with the Contractor.

D. Woodbridge Spur Permitting

During the period, CDM Smith performed the following:

- Coordinated with DEP staff on the remaining Flood Hazard Area Individual Permit review. During the period, made minor revisions to the plan based on DEP comments and resubmitted same. Requested 30 day extension of DEP review time to accommodate processing of the revised drawing.

E. Electrical Maintenance and Testing Assistance

During the period, CDM Smith performed the following:

- Coordinated final discussions with RVSA staff on selection of testing firm and began subcontract processing with Advanced Power Distribution Services. Mr. Matteson stated that he plans to give them a portion of the work to start out and see how it progresses.

Report of General Counsel

Dennis Estis, General Counsel from the firm Greenbaum, Rowe, Smith & Davis, submitted the following report for the period December 21, 2023 through January 18, 2024.

1. Revisions to the Underlying Agreement
I expect that we have already sent out the revised Rules and Regulations to all Municipalities and to all Commissioners. If this is correct, this will not appear again in my report. Mr. Estis reported that Ms. DeCarlo advised that this has been taken care of.
2. Local Contracts Law/Open Public Meetings Act
No change.
3. Siphon – Rahway – Union County Park
John Buonocore, Andrea and I met earlier this month to discuss the status of the Agreement with Rahway. We have mutually agreed on the language, and I will be sending it to Rahway to hopefully get it to finally approve the Agreement. A Resolution to this affect will be on the agenda next month.
4. Occidental Chemical
No change.
5. Metro Compliance
No change.
6. Quala / QDI
No change.
7. Sunrise Pharmaceuticals
My office prepared an Agreement between Sunrise and the Authority. I believe that either John or Jim were reviewing it before it went to Sunrise. Mr. Buonocore stated that this was sent out yesterday, and Sunrise has 10 days to execute it.

Committee Reports

Chairman: Are there reports from any of the following Committees?

Committee	Chairman	02/2023 – 02/2024 Committee Members		
Engineering	Edward Gottko	Michael Gelin	Stephen Greet	Frank Mazzarella
Finance	Loren Harms	Chris Kolibas	Robert Rachlin	John Tomaine
Legal	John Tomaine	Stephen Greet	Loren Harms	Frank Mazzarella
Personnel	Robert Rachlin	Michael Furci	Edward Gottko	Raymond Szpond
Nominating	Michael Gelin	Michael Furci	Chris Kolibas	Raymond Szpond
PR / Media	Stephen Greet	TBD	TBD	TBD

Finance Committee (Loren Harms, Committee Chairman)

The Finance Committee met earlier this evening to review the Bills & Claims, and action approving same is on the agenda.

Nominating Committee (Michael Gelin, Committee Chairman)

I have discussed the nominations for the 2024 Reorganization with the Board Secretary, and the Committee has provided its recommendations for the February 15th meeting.

Unfinished Business

None.

New Business

Mr. Rachlin offered two resolutions.

1. **Resolution #24-01** – Rejecting Bid for Contract #2424 – Liquid Ferric Chloride

Motion: Mr. Rachlin

Second: Mr. Szpond

The motion was approved by those present.

RESOLUTION #24-01

WHEREAS, the Rahway Valley Sewerage Authority (“Authority”) solicited bids for Contract #2424 – Liquid Ferric Chloride, and received bids on January 9, 2024; and

WHEREAS, the Authority received one bid which was reviewed by the Purchasing Agent and was found to be in order; and

WHEREAS, the sole bid was received from Univar Solutions of Morrisville, PA with a price of \$4.3427 per gallon, which substantially exceeded the Authority’s cost estimate; and

WHEREAS, N.J.S.A. 40A:11-13-2 permits the Authority to reject all bids when the cost exceeds budgetary expectations; and

WHEREAS, the Assistant Director/Superintendent and Purchasing Agent recommend rejecting this bid and re-bidding Contract #2424 when it is deemed necessary.

NOW, THEREFORE, BE IT RESOLVED that the Commissioners of the Rahway Valley Sewerage Authority hereby reject the bid received on January 9, 2024 from Univar Solutions for Contract #2424 – Liquid Ferric Chloride.

2. **Resolution #24-02** – Tribute to Outgoing Executive Director James J. Meehan

Motion: Mr. Rachlin

Second: All Commissioners

Discussion: Mr. Meehan mentioned that he has already expressed his appreciation to the staff, but wished to extend his gratitude to the members of the Board for giving him this opportunity. He reminisced about the Commissioners taking a chance on hiring him, acknowledging that they had valued his experience, despite the fact that he did not have a college degree. He expressed that this is by far the best job he has ever had, stating that the Commissioners have always treated him with respect, which he is truly grateful for.

Mr. Rachlin read the resolution aloud. The Commissioners and Staff applauded Mr. Meehan, congratulated him on a job well done and wished him the best. The motion was approved by those present.

RESOLUTION #24-02

WHEREAS, James J. Meehan (“Jim”) has served as Executive Director of the Rahway Valley Sewerage Authority (“Authority”) since November of 2010; and

WHEREAS, Jim brought with him to the Authority more than 30 years of experience in the water and wastewater treatment industries, working his way through the ranks from entry level to Executive Director; and

WHEREAS, Jim implemented the Employee Enhancement Program, which allowed an easier path for many Authority employees to pursue and obtain NJDEP Wastewater Treatment Operator licenses; and

WHEREAS, Jim showed outstanding leadership during Superstorm Sandy, enabling the Authority to treat every drop of wastewater received from the communities both during and after the catastrophic storm; and

WHEREAS, Jim was always cognizant of the communities he served and began accepting leachate and other low strength waste streams in an attempt to offset annual budget increases; and

WHEREAS, Jim was able to negotiate and secure an innovative and forward-thinking, multi-year Public Private Partnership (“PPP”) for co-digestion, the first of its kind in the State of New Jersey; and

WHEREAS, Jim expertly navigated the uncertainty during the COVID-19 pandemic, took every action available to keep his staff safe and healthy, and allowed the Authority to continue providing seamless service to the communities during those unprecedented times; and

WHEREAS, Jim has planned not only for his own retirement but for the overall future of the Authority by creating a multi-stage Succession Plan to help pave a path for years to come by mentoring the next generation of Management Staff in order to ensure a smooth transition upon his departure; and

WHEREAS, Jim has been representing the Authority and sharing his vast experience as a member of the Food Waste Recycling Market Development Council; and

WHEREAS, Jim has sought to amend the Public Private Partnership to include a Renewable Natural Gas system in an effort to provide savings for the communities; and

WHEREAS, Jim fostered camaraderie among the staff, creating an enjoyable work environment within the Authority; and

WHEREAS, Jim performed the functions of his position exceptionally and took great pride in his work; and

WHEREAS, Jim will be retiring from the Authority effective February 1, 2024.

NOW, THEREFORE, BE IT RESOLVED that Jim, who is a true gentleman and is highly respected personally and professionally, will be greatly missed by his colleagues; and

BE IT FURTHER RESOLVED that the Authority Commissioners, Staff, and Consultants hereby congratulate James J. Meehan on a magnificent career and on a job well done, and wish him health and happiness in his retirement.

Bills and Claims

Mr. Harms offered one motion.

Motion that the following bills and claims list previously reviewed by the Finance Committee be ordered paid.

Motion: Mr. Harms

Second: Mr. Rachlin

The motion was approved by those present.

BILLS AND CLAIMS LISTING**BUILDING & EQUIPMENT FUND**

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
1094	01/18/24	CDM SMITH, INC.	140.2	12,564.30
1095	01/18/24	GHD SERVICES INC.	140.2	19,236.33
1096	01/18/24	KOMLINE-SANDERSON	140.3	31,384.29
1097	01/18/24	PAULUS, SOKOLOWSKI & SARTOR	140.2	5,826.50

Total Building & Equipment Fund Checks: 4

Total Void Checks: 0

Total Void Check Amount: \$0.00

Total Building & Equipment Fund Checks Paid: \$69,011.42

OPERATING FUND – MANUAL

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
497	12/31/23	RAHWAY VALLEY S.A. - PAYROLL	01/02	137,019.02
498	01/12/24	RAHWAY VALLEY S.A. - PAYROLL	01/02	128,083.56
499	01/12/24	NJ STATE HEALTH BENEFITS	03/04	151,292.98
500	01/15/24	NJIB - U.S. BANK NAT'L ASSOC.	09	128,895.00

Total Operating Fund Manual Checks: 4

Total Void Checks:

Total Void Check Amount:

Total Operating Fund Manual Checks Paid: \$545,290.56

OPERATING FUND

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
5354	01/09/24	AQUA PRO-TECH LABORATORIES	41	4,820.00
5355	01/09/24	ASSOCIATION OF ENVIRONMENTAL	52	6,512.00
5356	01/09/24	BGIA, INC.	17	23,069.00
5357	01/09/24	CITY OF RAHWAY	31	250.00
5358	01/09/24	DELTA DENTAL OF NEW JERSEY INC	03	7,843.38
5359	01/09/24	ELIZABETHTOWN GAS	22	2,596.19
5360	01/09/24	MAGELLAN BEHAVIORAL HEALTH	03	826.96
5361	01/09/24	MIDDLESEX WATER COMPANY	33	1,642.01
5362	01/09/24	NJ MANUFACTURERS INSURANCE CO.	17	15,233.00
5363	01/09/24	TOWNSHIP OF RANDOLPH	52	1,100.00
5364	01/09/24	STANDARD INSURANCE COMPANY RD	03	2,000.38
5365	01/09/24	THE BANK OF NEW YORK MELLON	09	2,200.00
5366	01/09/24	UGI ENERGY SERVICES, LLC	22	22,133.36
5367	01/09/24	UNITED PARCEL SERVICE	48	9.37
5368	01/09/24	VISION SERVICE PLAN	03	1,790.35
5369	01/18/24	AIR NOVA	41	16,500.00
5370	01/18/24	AMERIGAS	32	352.41
5371	01/18/24	AQUA PRO-TECH LABORATORIES	41	2,730.00
5372	01/18/24	BANK OF AMERICA	13	75.17
5373	01/18/24	B & B DISPOSAL	32	675.00
5374	01/18/24	BELLA GINA	49	374.00
5375	01/18/24	CORTEL TECHNOLOGIES, LLC	27	1,934.55
5376	01/18/24	BOWCO LABORATORIES, INC.	32	63.00
5377	01/18/24	CDM SMITH, INC.	05/06	13,037.33
5378	01/18/24	CANON FINANCIAL SERVICES, INC.	16	746.33
5379	01/18/24	CITY OF RAHWAY - VEOLIA WATER	33	9,428.40

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
5380	01/18/24	COGENT COMMUNICATIONS, INC.	27	1,165.00
5381	01/18/24	COMCAST	27	842.27
5382	01/18/24	CONFIRE FIRE PROTECTION	31	5,695.50
5383	01/18/24	CSL SERVICES, INC.	30	10,750.00
5384	01/18/24	DAVID WEBER OIL COMPANY	32	273.25
5385	01/18/24	DELTA DENTAL OF NEW JERSEY INC	03	7,843.38
5386	01/18/24	PAUL DMYD	31	495.00
5387	01/18/24	ELIZABETHTOWN GAS	22	870.25
5388	01/18/24	ENVIRONMENTAL COMPLIANCE	41	4,840.50
5389	01/18/24	ENVIROLUTIONS LLC	32	393.90
5390	01/18/24	FOLEY, INCORPORATED	28	24,625.85
5391	01/18/24	GENSERVE LLC	32	4,708.36
5392	01/18/24	GLOBAL INDUSTRIAL EQUIPMENT CO	32	3,431.99
5393	01/18/24	GRAINGER	31	2,525.99
5394	01/18/24	HATFIELD SCHWARTZ LAW GROUP	08	560.00
5395	01/18/24	HIGHMARK ANALYTICS	41	4,178.50
5396	01/18/24	HOME DEPOT CREDIT SERVICES	32/40	1,072.59
5397	01/18/24	HOSE HEAVEN INC.	32	340.00
5398	01/18/24	HYDRO SERVICE & SUPPLIES, INC.	40	5,022.59
5399	01/18/24	INDEPENDENT OVERHEAD DOOR CO.	32	455.00
5400	01/18/24	INTERNATIONAL TIRE & PARTS	35	108.00
5401	01/18/24	XYLEM WATER SOLUTIONS USA, INC	34	74,426.00
5402	01/18/24	JERSEY ELEVATOR COMPANY INC.	32	477.03
5403	01/18/24	MAIN POOL & CHEMICAL INC	29	21,161.25
5404	01/18/24	MCMASTER-CARR SUPPLY CO.	32	1,326.94
5405	01/18/24	MEDICAL EXPRESS	31	1,294.80
5406	01/18/24	MIDDLESEX WATER COMPANY	33	1,648.57
5407	01/18/24	MOBILE MODULAR PORTABLE	32	336.00
5408	01/18/24	NAVITEND	27	260.00
5409	01/18/24	NJ ADVANCE MEDIA	12	122.98
5410	01/18/24	NJ MOTOR VEHICLE COMMISSION	35	411.50
5411	01/18/24	STATE OF NJ BUREAU OF REVENUE	37	2,100.00
5412	01/18/24	NJ WATER ENVIRONMENT ASSOC.	31	183.00
5413	01/18/24	NJ WATER ASSOCIATION	52	520.00
5414	01/18/24	OPTIMUM CONTROLS CORP.	28	2,802.00
5415	01/18/24	OFFICE CONCEPTS GROUP, INC.	13	847.17
5416	01/18/24	ONE CALL CONCEPTS, INC.	32	21.45
5417	01/18/24	POLYDYNE INC.	23	57,620.00
5418	01/18/24	PRECISION ELECTRIC MOTOR WORKS	32	4,962.15
5419	01/18/24	PREMIER TECHNOLOGY SOLUTIONS	27	14,240.00
5420	01/18/24	PSE&G COMPANY	19	26,903.94
5421	01/18/24	RARITAN SUPPLY	32	337.14
5422	01/18/24	ROYAL BATTERY	35	170.00
5423	01/18/24	SAKER SHOPRITES, INC.	13/49	189.41
5424	01/18/24	SCIENTIFIC WATER CONDITIONING	32	5,012.65
5425	01/18/24	SHERWIN-WILLIAMS	32	437.23
5426	01/18/24	SPECTRASERV INC.	26	4,054.82
5427	01/18/24	TAYLOR OIL CO., INC.	24	826.68
5428	01/18/24	THERMO FISHER SCIENTIFIC	40	56.01
5429	01/18/24	THOMAS SCIENTIFIC	40	1,700.04
5430	01/18/24	TURTLE & HUGHES INC.	32	4,212.71
5431	01/18/24	UGI ENERGY SERVICES, LLC	22	15,397.48
5432	01/18/24	UNIFIRST CORPORATION	32	2,267.04
5433	01/18/24	UNITED RENTALS	32	2,033.82
5434	01/18/24	W. A. BIRDSALL & CO.	32	458.05

CHECK	DATE	VENDOR	LINE/ACCT	AMOUNT
5435	01/18/24	WAGE WORKS INC.	03	105.00
5436	01/18/24	WASTE MANAGEMENT OF NEW JERSEY	25	116,940.96
5437	01/18/24	WB MASON COMPANY, INC.	13/27/40/49	1,531.13

Total Operating Fund Checks: 84
 Total Void Checks: 0
 Total Void Check Amount: \$0.00
 Total Operating Fund Checks Paid: \$585,535.06

OPERATING FUND	01	\$1,130,825.62
BUILDING & EQUIPMENT FUND	02	\$69,011.42
		=====
TOTAL OF ALL FUNDS:		\$1,199,837.04

Open the floor to the Public for questions or comments

None.

Closed Session

Mr. Gelin made a motion to close the meeting at 6:03 p.m. for discussion regarding special project negotiations. The motion was second by Mr. Harms and approved by those present.

Mr. Gottko made a motion to return to the regular order of business at 6:14 p.m. The motion was second by Mr. Rachlin and approved by those present.

Mr. Greet asked if there will be a dinner to celebrate Mr. Meehan’s retirement. Mr. Meehan replied that there are no plans for a dinner, but stated that he will be attending the Spring AEA Conference in March if anyone would like to meet up.

Adjournment

As there was no further business, on motion of Mr. Gottko, second by Mr. Rachlin, the meeting adjourned at 6:15 p.m. The motion was approved by those present.

 Chairman

Andrea De Carlo

 Andrea DeCarlo, Board Secretary

Attachments:
 Report of Treasurer 09/2023