

THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Wednesday, March 22, 2017 at 12:00 P.M. in the office of the Linden Roselle Sewerage Authority.

Chairman Vircik announced that the Public Notice of time and date of the Public Meeting has been duly executed in accordance with the Open Public Meeting Act, P.L., 1975, Ch. 231, notification being mailed 12/29/16 to the Local Source, Star Ledger, Home News Tribune, and to the municipal clerks of Linden and Roselle for posting in a public place.

Present: George Vircik, Chairman; Robert Sadowski, Vice-Chairman; Edward Mikolajczyk, Treasurer; Patrick Cerra, Secretary; Jamel Holley, Member; Reginald Atkins, Alternate Member / via phone conference;

Attending: Gary G. Fare, Executive Director; Richard Rudin, Board Attorney; Tom Laustsen, CDM Smith;

MOTION: Upon motion of Mr. Sadowski, and seconded by Mr. Mikolajczyk, the Board unanimously approved the Agenda set forth below.

MOTION: Upon motion of Mr. Mikolajczyk, and seconded by Mr. Sadowski, the Board unanimously approved the minutes of the February 22, 2017 Reorganizational Meeting.

MOTION: Upon motion of Mr. Mikolajczyk, and seconded by Mr. Sadowski, the Board unanimously approved the minutes of the February 22, 2017 Executive Session.

MOTION: Upon motion of Mr. Mikolajczyk, and seconded by Mr. Sadowski, the Board unanimously approved the minutes of the February 22, 2017 Regular Board Monthly Meeting.

Chairman announced that via Resolutions 2017-180 and 2017-181 from Borough of Roselle Mr. Jamel Holley is appointed as a Regular Board Member, and Mr. Reginald Atkins is appointed as an Alternate Board Member of the Linden Roselle Sewerage Authority. Also via Resolution 2017-154 from City of Linden Patrick Cerra is appointed for another four years as Alternate Member of the LRSA.

The Executive Director stated that tour of the dock was postpone due to the weather until next month. Also due to a conflict of dates with the next Board Meeting which is scheduled for April 26, 2017 and the Authorities Environmental Association Conference the Executive Director is asking the Board to reschedule April monthly Board Meeting to commence at 12 Noon on April 27, 2017.

MOTION: Upon motion of Mr. Holley, and seconded by Mr. Sadowski, the Board unanimously approved the Executive Director recommendation to change date of the next Month Board Meeting from April 26 to April 27, 2017 at 12 Noon due to AEA Conference.

MOTION: Upon motion of Mr. Mikolajczyk, and seconded by Mr. Sadowski, the Board unanimously accepted as read Treasury Report.

Tom Laustsen left the board room due to Executive Session.

EXECUTIVE SESSION

MOTION: Upon motion of Mr. Sadowski, seconded by Mr. Mikolajczyk, the Board unanimously approved the Resolution to hold an Executive Session to discuss "Personnel Matters" and any other matters as may come before the Members.
(At 12:10 P.M., Resolution #03E-17 attached).

MOTION: Upon motion of Mr. Holley, seconded by Mr. Sadowski, the Executive Session was closed 12:28 P.M. and the regular business meeting resumed.

The regular business meeting resumed; Tom Laustsen, CDM Smith rejoined the meeting.

At this point of the meeting Mr. Koczur joined the meeting and Chairman Gorge Vircik presented and read aloud resignation Resolution to Mr. Koczur as a retired Chairman, Vice Chairman and Member after many years of dedicated service to the Linden Roselle Sewerage Authority (Resolution #20-17 attached).

Mr. Koczur thanked all Board Members and Executive Director.

The following action has to be taken by Motion:

MOTION: Upon motion of Mr. Holley, and seconded by Mr. Sadowski, the Board unanimously agreed and directed the Executive Director to solicit RFQ's of all 12 Engineering Firms for Professionals Services that were approved at the Reorganizational Meeting to submit proposals for the Construction Management Services during the Main Street Pumping Station construction. (Resolution #06-17 attached).

BUSINESS AGENDA

Recommendation to award Annual Insurance Package

Insurance Committee Meeting was held on March 10, 2017, which consist of Amy Pieroni, the Authority's Insurance Broker, the Executive Director, Robert Sadowski, Edward Mikolajczyk and Karen Musialowicz, Finance Manager. Amy Pieroni, Account Executive from Acrisure, LLC presented the 2017/2018 Property & Casualty Insurance Program Report to the Insurance Committee.

The Request for Proposals was distributed to ten insurance entities, few of those declined as they could not match terms, conditions and pricing. Eight entities submitted their coverage proposals however, based on the Broker's recommendation the most favorable was American Alternative for General Liability, Automobile Liability and Property Damage; New Jersey Manufacturer Co., for Workers Compensation and Willis of New Jersey, Inc. for Bonds for Public Officials Liability which covers the Treasurer and Executive Director.

At this point the Executive Director gave a brief summary of the insurance package.

Further the Executive Director presented the "Insurance Executive Summary" for 2017-2018 program cost prepared by Acrisure the Authority's Insurance Broker as per the attached.

The Executive Director reminded the Board that Authority has a self-insured fund for the flood insurance deductible. The Executive Director stated that he is awaiting clarification from the Insurance Consultant as to whether the inclusion of the Authority's Dock facility at 3700 South Wood Ave. which was listed on schedule 3, for Flood Insurance Coverage was correct.

Pursuant to a fair and open process in accordance with N.J.S.A. Acrisure, LLC was awarded a contract to provide Insurance Brokerage and Consultant Services to the Authority, and has submitted proposals and recommendations for insurance coverage for the Authority's exposures commencing April 1, 2017.

Recommendation to award Annual Insurance Package (continued)

Therefore the Insurance Committee is recommending the award of the following contracts for the period April 1, 2017 through March 31, 2018 to:

1. American Alternative in the amount of \$239,930.83 for Authority's coverage including; General Liability, Automobile Liability and Physical Damage.
2. New Jersey Manufacturers Insurance Company in the amount of \$124,831 for Workers Compensation Liability.
3. Willis of New Jersey, Inc. in the amount of \$621.00 for two individual Bonds.

The Executive Director stated that there are adequate funds in the Authority's 2017 Budget to support these contract awards.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution awarding Annual Insurance Contracts to American Alternative, New Jersey Manufacturers Insurance Co. and Willis of New Jersey, Inc. in a total amount of \$363,382.83 for the period April 1, 2017 through March 31, 2018 as presented. (Resolution #19-17 attached).

Issuance of an Industrial Discharge Permit Modification to Paramount Metal Finishing Co., Inc.

Paramount Metal Finishing Co., Inc. has applied for a modification to their industrial discharge permit with LRSA. They are located at 1515 West Elizabeth Avenue and they operate a metal plating industry. The modification was requested to increase their flow limit to allow for an increase in business. The draft permit was subject to 30-day public comment. No comments were received. Therefore the Executive Director and Staff are recommending that the Board adopts Discharge Permit Modification to Paramount Metal Finishing Co., Inc. with retroactive effective date of January 1, 2017.

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Sadowski, the Board unanimously approved Resolution authorizing issuance of an Industrial Discharge Permit Modification which will take effect retroactive date of January 1, 2017 to Paramount Metal Finishing Co., Inc. (Resolution #21-17 attached).

EXECUTIVE DIRECTOR'S REPORT

The Executive Director presented to the Board his monthly report (see attached report). There were no questions of the Executive Director's Report.

Authorization to Renew Membership in a Cooperative Pricing System Agreement with County of Union

The Authority is seeking approval through the resolution to renew membership in the Union County Cooperative Pricing System. As the lead agency they are required to have a new resolution that has been passed by the governing body from each of the members. This will allow them in continuing a cooperative pricing agreement for the purchases of work, services, materials and supplies. As the "Lead Agency" the County of Union shall be responsible for complying with the provisions of the Local Public Contracts Law and all other provisions of the revised statues of the State of New Jersey. A duly certified copy of this Resolution and the executed Agreement will be submitted to the Lead Agency.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Sadowski, the Board unanimously approved the Resolution authorizing renewal membership with Union Cooperative Pricing Agreement with the County of Union as the Lead Agency for a five (5) year period upon its approval by the Division of Local Government Services. (Resolution #22-17 attached).

BIDS AND PURCHASES

Recommendation to Award a contract to Furnish and Deliver Liquid Sodium Permanganate

Bid specifications were developed to Furnish and Deliver 3,950 gallons of Liquid Sodium Permanganate to the Authority for two year contract period. Two bids were received. The lowest bid was submitted by George S. Coyne Chemical Co., however it was determined that the product they proposed to supply is manufactured in China. According to the New Jersey Public contracts Law, only manufactured and farm products of the United States, whenever available, shall be used. Therefore, the bid of George S. Coyne Chemical Co. must be considered non-responsive. The bid submission of Univar USA Inc., whose proposed product is manufactured in Illinois, was determined to be responsive in all respects. The Executive Director and Staff are recommending that the Board award a contract to Univar USA Inc., in the amount of \$87,295.00 to furnish and deliver 3,950 gallons of liquid sodium permanganate at a price of \$22.10 per gallon for two year period.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution awarding a contract to Furnish and Deliver 3,950 gallons of Liquid Sodium Permanganate to Univar USA Inc., at a price of \$22.10 per gallon on its bid of \$87,295 for 2 year period (Resolution #23-17 attached).

ENGINEERS REPORT

There were no questions of the engineer.

PUBLIC COMMENT

There were no public comment.

BILLS AND CLAIMS

Certification and recommendation received from the Executive Director, Purchasing/Contract Manager, and Financial Manager.

Operating Fund

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Sadowski, the Board unanimously approved payment of the Operating Bills in the amount of \$699,501.05 (Resolution attached).

Renewal and Replacement Fund

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Sadowski the Board unanimously approved payment of the Renewal and Replacement Bills in the amount of \$10,684.63 (Resolution attached).

ADJOURNMENT

MOTION: Upon motion of Mr. Holley, seconded by Mr. Sadowski, the meeting was adjourned at 1:02 P.M. and it was ordered that the next monthly meeting of the LRSA be held on Thursday, April 27, 2017 at 12:00 P.M. in the office of the Authority.