



The  
Somerset Raritan Valley  
Sewerage Authority

MINUTES OF THE 805<sup>th</sup> MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
SEPTEMBER 23, 2013

Minute 1 - Opening of Meeting

The 805<sup>th</sup> Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:30 P.M. by the Chairman, Edward Machala.

Minute 2 - Open Public Meetings Announcement - Assistant Executive Director/Facility Engineer - The Open Public Meeting Announcement was read by Ronald Anastasio.

Minute 2.A. Oath of Office - Attorney Carney administered the Oath of Office to Todd Hay, Commissioner, Township of Branchburg.

Minute 3 - Roll Call

Todd Hay	Present	Michael Merdinger	Present
Richard DeLuca	Absent	Joseph J. Lifrieri	Present
Carlos Mosquera	Present	Michael Impellizeri	Present
Philip Petrone	Absent	Gail Quabeck	Present
Peter F. Stires	Absent	Robert Albano	Present
Carolann Garafola	Present	Edward Machala	Present
Richard Mathews	Present		

Professional Staff

Glen D. Petruski, Executive Director	Absent
John S. Thompson, Plant Superintendent	Present
Anthony Tambasco, Maintenance Supervisor	Present
Michael Ingenito, Second Shift Supervisor	Present
Thomas Laustsen, CDM Smith, Consulting Engineer	Present
Joseph J. Maraziti, Jr., Esq. MFH, General Counsel	Absent
Ronald Anastasio, P.E., Assist. Exec. Dir./Facility Engineer	Present
Norma A. Smullen, Office/Human Resources Manager	Absent
Peter Wozniak, Chief Financial Officer	Present

Others

Brent Carney, Esq., Maraziti, Falcon & Healey, General Counsel  
Roberta E. Lake, Administrative Assistant

Minute 4 - Pledge of Allegiance

All in attendance saluted the flag.

Minute 5 - Approval of Minutes

## a. 804th Meeting - August 26, 2013 - Regular Session

Upon motion of Mr. Albano, second of Mr. Mathews, the Minutes of the 804<sup>th</sup> Meeting (Regular Session) were approved by the following roll call vote:

Todd Hay	Abstain	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Abstain
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the Minutes are attached hereto and made part of the Official Minutes.

b. 804<sup>th</sup> Meeting - August 26, 2013 - Closed Session

Upon motion of Mr. Albano, second of Ms. Garafola, the Minutes of the 804<sup>th</sup> Meeting (Closed Session) were approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Abstain
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the Minutes are attached hereto and made part of the Official Minutes.

Minute 6 - Public Hearing(s) - (Including Public Notice/Support Information) - None

Minute 7 - Public Participation - Seeing no one from the public, the Public Participation Portion of the meeting was Closed.

Minute 8 - Resolutions for Consideration and Possible Formal Action

- a. Res. No. 13-0923-1 - Sewer Extension-Roche Molecular Systems, 1080 US Highway 202; Block 58, Lot 28.02; Branchburg Township; Construction of New Connection to Municipal Sewer

Upon motion of Ms. Garafola, second of Mr. Albano, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- b. Res. No. 13-0923-2 - Sewer Extension-Homestead at Branchburg, Parsonage Hill Drive; Block 71, Lots 1 & 2; Branchburg Twp.; 10-Lot Residential Subdivision

Upon motion of Ms. Quabeck, second of Ms. Garafola, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- c. Res. No. 13-0923-3 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery Of Laboratory Services - Bioassay

Upon motion of Ms. Garafola, second of Mr. Albano, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- d. Res. No. 13-0923-4 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery Of Laboratory Services

Upon motion of Mr. Lifrieri, second of Mr. Albano, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- e. Res. No. 13-0923-5 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery of Liquid Sodium Bisulfite

Upon motion of Mr. Impellizeri, second of Ms. Garafola, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- f. Res. No. 13-0923-6 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery Of Liquid Sodium Hypochlorite

Upon motion of Mr. Lifrieri, second of Ms. Garafola, the above resolution was approved following a brief discussion by the following roll call vote. Mr. Lifrieri questioned whether the Authority needed a TCPA permit to which Mr. Anastasio responded that the Authority did not need a TCPA permit and that this is part of the DPCC. A brief discussion ensued.

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- g. Res. No. 13-0923-7 - Resolution Authorizing A One-Year Extension To The Contract For Furnishing And Delivery Of Liquid Magnesium Hydroxide-60% Solution

Upon motion of Ms. Garafola, second of Mr. Albano, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- h. Res. No. 13-0923-8 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery Of Liquid Ammonium Hydroxide-10% Solution

Upon motion of Ms. Garafola, second of Mr. Mathews, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- i. Res. No. 13-0923-9 - Resolution Authorizing A One-Year Extension To The Contract For The Furnishing And Delivery Of Liquid Sodium Hydroxide-50% Solution

Upon motion of Ms. Quabeck, second of Mr. Impellizeri, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- j. Res. No. 13-0923-10 - Resolution Awarding Bid For The Removal Of Incinerator Ash From Settling Basins And Loading Into Containers And Ash, Grit, Screening and Garbage Hauling Fees

Upon motion of Mr. Albano, second of Ms. Garafola, the above resolution was approved, following a brief discussion, by the following roll call vote. Mr. Albano questioned whether our ash could be taken over to the BRI Transfer Station and then be taken out by rail. A brief discussion ensued. Mr. Anastasio stated that this has never been look into. Also, Chairman Machala asked if there was any reason for the ash to go to the Warren County landfill. Plant Superintendent Thompson responded that there was an inter-county agreement with Warren County that they would take our incinerator ash for a very small tipping fee. A brief discussion ensued. Additionally, Mr. Lifrieri questioned whether the Authority does "due diligence" on the landfill to ensure that the landfills we are going to are following all of the necessary environmental requirements. Attorney Carney responded that this was a very good question. Mr. Anastasio replied that he did not believe the Authority has performed "due diligence" on the landfill. Again, a brief discussion ensued.

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- k. Res. No. 13-0923-11 - Resolution Awarding Bid For Furnishing And Delivering Personnel Uniforms (2 Years)

Upon motion of Mr. Albano, second of Mr. Impellizeri, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

1. Res. No. 13-0923-12 - Resolution Authorizing The Chairman, Assistant Executive Director/Facility Engineer, Plant Superintendent, Maintenance Supervisor and Wet End Supervisor to Attend the 86th Annual WEFTEC Conference in Chicago October 5-9, 2013

Upon motion of Ms. Quabeck, second of Mr. Impellizeri, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

Minute 9 - Board Committees - None

- a. Chairperson - No additional comments

Minute 10 - Reports

- a. **Executive Director's Report**

- (1) Report on Appointment of Risk Management Consultant

Mr. Anastasio reported that under the bylaws of the JIF, the Authority is required to retain a Risk Management Consultant with the compensation being set at 6% of the Authority's assessment. He went on to state that the Authority has been satisfied with the service received from Dominick Cinelli of Brown and Brown Metro, Inc., that they do a thorough job, that he has found them to be very responsive and stated that the term of the Agreement would be for three (3) years from January 1, 2014 to December 31, 2016. Mr. Lifrieri questioned what they are responsible for doing, and Ms. Quabeck stated that their responsibilities to the Authority were included in the attached appointment. Additionally, Ms. Quabeck stated that they have been our consultant since the Authority joined the JIF. Chairman Machala asked how long the Authority has been with the JIF. Ms. Quabeck stated that it has been at least 10 years and that the Authority has done very well with them being our consultant. Ms. Quabeck stated that a lot of the training necessary for Authority personnel is provided by the JIF at no cost to us. Mr. Anastasio stated that the JIF advises the Authority regarding insurance requirements for our large construction contracts.

Mr. Lifrieri stated that he was not sure what the 6% represented. Ms. Quabeck reported that it is 6% of the premium that the Authority pays to the JIF and it is the condition applied to every member of the JIF. A brief discussion ensued discussing the benefits of the JIF.

- (a) Res. No. 13-0923-13 - Resolution Appointing Risk Management Consultant

Upon motion of Ms. Quabeck, second of Mr. Albano, the above resolution was approved by the following roll call vote following a brief discussion. The question was raised regarding the statement on Page 2, Item 2 (a) of the Agreement "for any coverages authorized by the Authority to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. It was stated that this seems to be a conflict of interest. A brief discussion ensued.

Ms. Quabeck stated that the form of agreement is the same one that everyone uses and it was approved by the Department of Insurance. It was requested that the record show that Mr. Lifrieri as not opposed.

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- (2) Report on Renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund

Ms. Quabeck stated that the membership is for a three-year time period. Ms. Quabeck stated that the Authority is doing very well as members. Mr. Wozniak stated that the Authority's savings is enormous from what the Authority originally paid to a broker. The following resolution is for the Authority's renewal in the JIF for three (3) years beginning January 1, 2014 and ending January 1, 2017.

- (a) Res. No. 13-0923-14 - Resolution For Renewal of Membership In The New Jersey Utility Authorities Joint Insurance Fund

Upon motion of Ms. Quabeck, second of Mr. Albano, the above resolution was approved by the following roll call vote:



Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

- (3) Report and update on efforts to assist Pfizer in disposing of acidified contents of Lagoon No. 7

Mr. Anastasio reported that there was nothing in the water column to prevent the Authority from taking the flow into the plant. Mr. Anastasio reported that the pH had gone down a little and the alkalinity level dropped a little with the 500,000 gallon pump over. Data was being reviewed and discussed. It is felt that another 500,000 gallons or 1 million gallons may be taken the next time and watch the changes to see what adjustments need to be made and hopefully be able to work out a solution. A brief discussion ensued. The question was raised regarding our concern for the precipitation of metals. Mr. Anastasio stated that after further study, it may be determined that Pfizer may have to make additional adjustments.

Mr. Lifrieri asked when a discussion regarding how the investigation on the piece of property that the Authority will be taking over can be held. Mr. Anastasio stated that this discussion can be held in Closed Session.

- (4) Update on status of litigation with Carbro Constructors Corp. **(CLOSED SESSION-LITIGATION)**
- (5) Update on status of the Water Quality Restoration Facility (WQRF) Project **(CLOSED SESSION-NEGOTIATIONS)**
- (6) Update on litigation with CNA **(CLOSED SESSION-LITIGATION)**
- b. Thomas Laustsen, P.E. (CDM Smith) Engineer's Report for August 2013 - No questions or comments.
- c. Attorney - Joseph J. Maraziti, Jr., Esq., Maraziti, Falcon & Healey, LLP (MFH)
- d. Department Reports - No Comments
- |                |                            |
|----------------|----------------------------|
| (1) Operations | (3) Maintenance/Electrical |
| (2) Laboratory | (4) Special Projects       |
- e. Facility Engineer Reports - No Comments

- (1) Capacity Allocation
- (2) Capacity Assurance
- (3) Monthly Flow Report
- (4) Facility Engineer's Monthly Report

f. Budget Reports - No Comments

Minute 11 - Communications - No Comments

- a. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period July 2013
- b. NJDEP, Division of Water Quality; Residuals DMR; Re: Reporting Period July 2013
- c. NJDEP, Division of Water Quality; Residual Transfer Report; Re: Reporting Period July 2013
- d. Michele Siekerka, Esq.; dated September 12, 2013; Re: Letter of Appreciation For Work on ACO
- e. Board of Commissioners; dated September 12, 2013; Re: Pfizer/Lagoon No. 7
- f. Gregory J. Bonin, Administrator; Township of Branchburg; dated September 12, 2013; Re: Legal Opinion

Minute 12 - Payroll (Res. No. 13-0923-15)

Upon motion of Mr. Garafola, second of Mr. Mathews, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

Minute 13 - Cancellation of Checks - None

Minute 14 - Bills (Res. No. 13-0923-16)

Upon motion of Mr. Mosquera, second of Mr. Albano, the above resolution was approved by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

A copy of the resolution is attached hereto and made part of the Official Minutes.

Minute 15 - Motion to Adjourn to Closed Session

Upon motion of Ms. Quabeck, second of Mr. Merdinger, the meeting was adjourned to Closed Session at 8:02 p.m. to discuss pending litigation with Carbro Constructors Corp, status of contract negotiations regarding the WQRF Project and pending litigation in the CNA case by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

Minute 16 - Closed Session

Minute 17 - Motion to Reconvene in Open Session

Upon motion of Ms. Quabeck, second of Mr. Albano, the meeting reconvened in Open Session at 8:38 p.m. by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

Mr. Lifrieri gave a recap of the issue that back in May when he questioned about going out for proposals because of the size of the award, he was told that this could not be done because it was necessary to get started on the archaeological work by the middle of July because it took so long to get the archaeological reports completed and back and nothing wanted to be held up regarding the Green Acres or the ACO and a vote was taken at that time and the Authority agreed that it was not necessary to go out for proposals and that the contract could be awarded based on a quote.

Ms. Quabeck stated that this is the law; the law allows the Authority to do this. Mr. Lifrieri stated that he was not questioning this. Ms. Quabeck stated that someone made the comment that the Authority was not working within the law when approving these proposals. She asked that the record show that this is not correct and that the Authority was working within the law when approving these proposals.

Chairman Machala wanted to clarify the topic of whether or not this is correct.

Attorney Carney stated that under Local Public Contracts Law this is allowed.

Mr. Lifrieri stated that he did not feel that what was done was not within the bounds of the law. He felt that the Authority should get proposals as an Authority because the Authority spends a lot of money, and we can't keep giving work out without getting proposals; it looks bad.

Ms. Quabeck stated that we do not keep doing that. Mr. Lifrieri stated that he feels that this is done frequently. He went on to state that he was told that this had to be done because work on the project had to begin and, in fact, it is the end September and the work has not begun.

Chairman Machala went on to report that it is not that the Authority has not started work on this project but that multiple issues were being worked on at one time and the Authority does not want to spend money on something we cannot move forward with. It felt that it may be unfortunate; that the Authority cannot anticipate what might happen once the project has been started; that many of these projects are very complex.

Mr. Anastasio stated that the Authority was shooting to get the Green Acres work would have started earlier.

Mr. Lifrieri stated that he was not questioning the motivation as to why this was done. He reported that all he would like to get in the habit of getting proposals.

Mr. Albano stated that he could speak for certain members of the Board that feel that for a bid above a certain dollar amount on an event that the Authority knows about that it should be policy that at least two (2) proposals be received to see what the market is because it is not known whether the Board is overpaying or underpaying; this is what they are looking for and they do not see this happening.

The question was raised whether there is a bid threshold. It was reported that normal project management should be that you have a project plan, you know ahead of time that the proposals have to go out and that within a certain amount of time, as policy, this should be presented to the group.

Ms. Quabeck stated that it has been done this way. The Planning Committee reviews this information prior to it being presented to the Board.

Attorney Carney stated that the Local Public Contracts Law has a bid threshold of \$17,500 with certain exceptions where it is not necessary to go out for bidding legally; one exception being for special service agreements.

Chairman Machala reported that all of the points have been considered and that no one could have predicted how these events were going to play out, it is something to keep in mind when the Authority is working on multiple facets of a project at one time.

A Commissioner stated that he just wants to have a "best practice" policy.

Chairman Machala stated that the bids on the agenda that were approved were a perfect example where bids are requested but only one or two bids are received.

Ms. Garafola reported that she has reported this information to the Warren Township Sewerage Authority and that their attorney has spoken with Attorney Maraziti regarding this issue.

Mr. Albano stated that when it comes to professional services, multiple proposals should be received prior to making an award.

A discussion ensued on the fact that major contracts follow a critical path because time lines are prepared to create the proposal so there must be some flexibility. Mr. Machala stated that the concern is not to come up with the policy at this but to develop this policy. This is specifically referring to major contracts that don't have a time frame attached to them. Simple policy; where possible get multiple bids.

After a lengthy discussion Chairman Machala asked Mr. Albano in his own words to summarize how he is wording his motion. Mr. Albano moved the motion that "The Authority Should Establish A Policy To Secure Multiple Bids For All Services Where Possible".

The motion was seconded Mr. Lifrieri and adopted by the Board by the following roll call vote:

Todd Hay	Yes	Michael Merdinger	Yes
Richard DeLuca	Absent	Joseph Lifrieri	Yes
Carlos Mosquera	Yes	Michael Impellizeri	Yes
Philip Petrone	Absent	Gail Quabeck	Yes
Peter Stires	Absent	Robert Albano	Yes
Carolann Garafola	Yes	Edward Machala	Yes
Richard Mathews	Yes		

#### Minute 18 - Adjournment

Upon a motion of Mr. Mosquera, second of Mr. Stires, the meeting was adjourned at 8:55 P.M. by unanimous consent.