



PASSAIC VALLEY WATER COMMISSION
 1525 MAIN AVENUE • P.O. BOX 230
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 CLIFTON FAX # (973) 340-4321

COMMISSIONERS

Rigoberto Sanchez, President, Passaic
Gerald Friend, Vice President, Clifton
Carmen Depadua, Treasurer, Paterson
Ruby N. Cotton, Secretary, Paterson
Joseph Kolodziej, Commissioner, Clifton
Jeffrey Levine, Commissioner, Paterson
Ronald Van Rensalier, Commissioner, Passaic

April 22, 2022

<p>TO: Hon. Ruby N. Cotton Hon. Carmen Depadua Hon. Gerald Friend Hon. Joseph Kolodziej Hon. Jeffrey Levine Hon. Rigo Sanchez Hon. Ronald VanRensalier Yaacov Brisman James Mueller</p>	<p>The Record – Passaic County Edition, c/o The Editor North Jersey Herald News, c/o The Editor Hon. Sonya Gordon, RMC, City of Paterson Hon. Amada Curling, RMC. City of Passaic Hon. Nancy Ferrigno, RMC, City of Clifton</p>
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PASSAIC VALLEY WATER COMMISSION MEETING

APRIL 27, 2022

AGENDA

ORDER OF BUSINESS:

9:30 a.m. Public Meeting called to order

Roll Call & Compliance with N.J.S.A. 10:4-6 et seq.
Open Public Meetings Act
Pledge of Allegiance

Report of the Executive Director
Report of the Comptroller

Thereafter, Resolution to enter Executive Conference;

Reconvene Public Session as soon thereafter as possible.

Location: 1525 Main Avenue
Clifton, N.J. 07011

Louis Amodio
Administrative Secretary

/tbl

Cc **Y. Brisman**
Y. Weiss

COPY POSTED: 4/22/22
(CLIFTON)

Administrative Secretary
Louis Amodio

Executive Director
James Mueller

General Counsel
Yaacov Brisman



PASSAIC VALLEY WATER COMMISSION

PASSAIC VALLEY WATER COMMISSION
APRIL 27, 2022

**Roll Call & Compliance with N.J.S.A. 10:4-6 et seq. Open Public Meetings Act;
Salute to the Flag – Pledge of Allegiance**

- 1. Public Comments
- 2. **Committee Reports:**
 - a) Finance
 - b) Personnel
 - c) Special Projects
 - d) Insurance
 - e) Policy
- 3. **Executive Director’s Report:**
 - a) Jim Mueller - Executive Director
- 4. **Comptroller’s Report:**
 - a) Miscellaneous Financial Reports

RESOLUTION ON ENTERING EXECUTIVE CONFERENCE

- A. LAW:**
 - For discussion:
 - 1. Beirut Restaurant
 - 2. 75 Spruce Street, Paterson (Property Damage)
 - 3. Stone Hill

B. PERSONNEL:

I. Executive Director organizational priorities

Proposed Organizational Changes

Current Title	Proposed Change
Business Administrator	Currently there is no plan to include this position/title within Administration – revert business functions to the Executive Director or their designee within Administration.
Appointing Authority	Administrative function – assign to the Executive Director or their designee within Administration.

Proposed New Initiative:
Modernization of Records Management – Archiving and Digitization



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II. Promotions

a. Christine Vozzella as Provisional Executive Assistant

Current Title: **Administrative Analyst**

Current Salary: \$78,521.04

Current Range: \$40,000.00 – \$81,905.40

Proposed Salary: \$100,000.00

Proposed Range: \$75,000.00 – \$120,000.00

b. Maria Malfa Supervisor of Customer Service

Current Title: **Supervisor of Customer Service**

Current Salary: \$104,431.76

Current Range: \$58,000 – \$109,777.50

Proposed Salary: \$124,431.76

Proposed Range: \$100,000.00- \$140,000.00

c. Lisa Bresemann as TA Buyer

Current Title: **Assistant Buyer**

Current Salary: \$100,343.85 TOR

Current Range: \$39,999.99 – 100,343.85

Proposed Title: for discussion (QPA, PACO (Public Agency Compliance Officer) designation)

Proposed Salary: 120,343.85

Proposed Salary Range: \$100,000.00- \$140,000.00

d. Otilia Espino as Keyboarding Clerk 2 (as per CSC)

Current Title: Keyboarding Clerk 1

Current Salary: \$61,475.41 TOR

Current Range: \$38,000.00 - \$61,475.40

Proposed Salary: \$62,475.41

Proposed Range: \$40,000.00 - \$65,905.66

e. Aaron Simmons as Keyboarding Clerk 2 (as per CSC)

Current Title: Keyboarding Clerk 1

Current Salary: \$61,475.41 TOR

Current Range: \$38,000.00 - \$61,475.40

Proposed Salary: \$62,475.41

Proposed Range: \$40,000.00 - \$65,905.66

f. Eric Coan as Provisional Supervisor Information Technology

Current Title: Senior Technician Management Information Systems

Current Salary: \$64,542.16

Current Range: \$45,000.00 - \$89,194.53

Proposed Salary: 88,172.23

Proposed Range: \$88,17223 - \$124,127.43



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g. Kevin Bower as Provisional Sr. Mechanic Diesel (Replacing John Cascone, retired 1/1/2022)

Current Title: **Mechanic Diesel**
Current Salary: \$89,283.72 TOR
Current Range: \$38,000.00 - \$89,283.72
Proposed Salary: \$91,498.72
Proposed Range: \$51,667.20 - \$102,573.71

h. Krystle Morales as Provisional Supervisor of Billing and Collections (replacing Lisa Guzman, retired 5/1/2020)

Current Title: Assistant Supervisor of Billing and Collections
Current Salary: \$82,341.03
Current Range: \$38,000.00 - \$86,539.86
Proposed Salary: \$86,913.78
Proposed Range: \$58,000.00 - \$109,777.50

III. New Hires:

i. Mark Napolitano as Provisional Mechanic Diesel

Proposed Salary: \$62,000.00
Proposed Range: \$38,000.00 - \$89,283.72

VI. V Discussion:

- 1) EAP Contract renewal – renew contract for 3 years and lock in the rate of \$4,092.00/yr
- 2) Fishing Program – staffing issues
- 3) LIHWAP Program

VII. Proposed Resolutions:

Resolution #1: Revert business functions to the Executive Director or their designee within Administration.

Resolution #2: Assign the Appointing Authority administrative function to the Executive Director or their designee within Administration.

Resolution #3: Adopt all proposed personnel actions

RECONVENE PUBLIC MEETING

5. CONSENT AGENDA:

- a) Minutes of the Passaic Valley Water Commission *in camera* session, and Regular Public Meetings held March 23, 2022.



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6. RESOLUTIONS:

1. Resolution 22-034: Authorizing a Shared Services Agreement with Brick Township Municipal Utilities Authority for Analytical Laboratory Services

It is recommended that PVWC enter into a Shared Services Agreement with the Brick Township Municipal Utilities Authority in the amount of \$498,400.00 over 2 years for the procurement of analytical laboratory services for Metals, Inorganics, Volatile Organic Compounds (VOC's), Haloacetic Acids (HAA's), MIB and Geosmin, and Chlorates.

2. Resolution 22-035: Member Participation in the Passaic County Cooperative Pricing System ID #184PCECPS for Electric Generation Supply Service

The Commission will be able to participate in the procurement of energy generation supply services under this Cooperative Pricing Agreement with Passaic County. Membership does not expire and there are no subscription fees.

3. Resolution 22-036: Member Participation in the Passaic County Cooperative Pricing System ID #38PCCP for General Procurement and Maintenance Contracts

The Commission will be able to participate in various procurement and maintenance contracts under this Cooperative Pricing Agreement with Passaic County. Contracts include goose control, vegetative removal, maintenance of HVAC systems, on-call drainage projects, fiber optic line design, installation, maintenance and repairs, procurement of road materials, hardware and electrical supplies. Membership does not expire and there are no subscription fees.

4. Resolution 22-037: Designating Its Public Agency Compliance Officer (P.A.C.O.)

Appoint Lisa Bresemann to serve as Public Agency Compliance Officer for PVWC. Requirement for securing loans with i-Bank.

5. Resolution 22-038: Budget Amendment of Professional Services for Project No. 21-P-83 Entitled "Engineering Services for PVWC Nosenzo Pond Wellhouse PFAS"

Change Order No. 1 in the amount of \$108,000.00 to Arcadis not to exceed the total contract amount of \$471,000.00 during the 3-year contract. This change order will cover out-of-scope work which includes performing construction management for the installation of temporary treatment facility and evaluation of the West Milford Public School's sanitary sewer facility to verify if it can handle additional flow from the permanent installation.

6. Resolution 22-039: Award Project No. 22-P-80 Entitled "Electronic and Credit Card Payments"

It is recommended that Project No. 22-P-80, "Electronic and Credit Card Payments" be awarded to CARDChoice Merchant Services LLC with reimbursement to be on a Take-and-Pay, Time-and-Materials basis, not to exceed \$332,500.00 over 1 year. This project will allow retail customers to make payments via credit/ debit cards, Echecks and ACH payment.



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7. Resolution 22-040: Award Contract No. 22-B-3 Entitled “Replacement of Caustic Soda Piping at the Little Falls Treatment Plant”

It is recommended that Contract No. 22-B-3, “Replacement of Caustic Soda Piping at the Little Falls Treatment Plant” be awarded to Allied Construction Group in the amount of \$769,000.00 over 1 year. This contract will replace the Caustic Soda Piping at the Plant which is in a deteriorated condition. Several emergency repairs have been made to the piping due to leaks.

8. Resolution 22-041: Award Contract No. 22-B-4 Entitled “Fueling Facility”

It is recommended that Contract No. 22-B-4, “Fueling Facility” be awarded to T.R. Weniger, Inc. in the amount of \$849,500.00 over 1 year. This contract will replace the buried underground storage tank for gasoline and diesel with aboveground tanks and fuel dispenser system. Facilitates regulatory compliance issues.

9. Resolution 22-042: Award Contract No. 22-B-11 Entitled “Concrete Restoration”

It is recommended that Contract No. 22-B-11, “Concrete Restoration” be awarded to Alimi Builders, Inc. in the amount of 571,900.00 over 2 years. This contract will provide the Commission with concrete restoration services throughout the Commission’s entire system to replace damaged concrete surfaces caused by in-house or PVWC-contractor activities.

10. Resolution 22-043: Budget Amendment of Construction Contract No. 20-B-19 Entitled “Replacement of Air Handling Equipment at LFWTP Laboratory”

Change Order No. 1 in the amount of \$290,430.29 to H&S Construction not to exceed \$1,964,430.29. This change order will reimburse the contractor for out-of-scope services which include the replacement of 410 LF ducts and duct supports due to the existing ductwork and supports being compromised in multiple locations. A 3month time extension is also required to resolve this issue and other delays due to supply chain issues, with a new expiration date of August 1, 2022.

11. Resolution 22-044: Designating Its Qualified Purchasing Agent

Appoint Lisa Bresemann to serve as the Qualified Purchasing Agent for PVWC.

12. Resolution 22-045: Fourth Amendment to the Agreement for Project No. 18-P-21 Entitled “Government Relations and Public Affairs”

Amend Gibbons’ existing Project No. 18-P-21, “Government Relations and Public Affairs” at a monthly lump sum of \$7,500 plus reimbursable expenses for 1 year for continuing to assist PVWC in ongoing efforts related to government relations and public affairs.

13. Resolution 22-046: Authorization to Apply for a Second Extension of the Subrecipient Agreement Between the NJDEP and the PVWC Implementing the CDBG-DR Program for Contract No. 15-B-25

Request permission from the Commissioners to request a one (1) year extension to the term of the Subrecipient Agreement. Project is about 95% complete, however most of the remaining work and time needed to complete the Project relates to the replacement and re-routing of high-voltage cables, replacement of defective cables and testing systems. Replacement of defective cables will not be delivered to the job site until June 2022 due to long lead times caused by global supply-chain issues. Contractor will not be able to perform testing during the high-demand season in the summer. Testing will not be allowed until Fall 2022. Proposed new expiration date of June 30, 2023.



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14. Resolution 22-047: Emergency Expenditures for Recovery Associated with Damage Caused by Remnants of Hurricane Ida

Utilizing multiple contracts and PVWC resources for the expeditious recovery of the affected New Street Reservoir and service areas, emergency repair of damaged PVWC facilities, and to provide emergency aid to affected PVWC customers at an aggregate finalized total cost of \$6,276,040.88.

7. NEW BUSINESS:

Summary of Disbursements & Payrolls thru April 27, 2022, in the Amount of \$14,364,167.83 Certified by Treasurer Depadua and Comptroller Weiss.

8. Recommendations from Executive Conference

9. GOOD & WELFARE

10. ADJOURNMENT