

**WARREN TOWNSHIP SEWERAGE AUTHORITY  
RE-ORGANIZATION MEETING February 1, 2012**

Motion made to elect Mr. Reeder to the position of Chairman for the present year made by Mrs. Garafola. Motion seconded by Mr. Truglio.

Motion to elect Mr. Truglio to the vice chairman position made by Mr. Reeder, seconded by Mrs. Garafola.

**STATEMENT OF PRESIDING OFFICER:**

Adequate notice of this meeting has been provided by posting a copy thereof on the Municipal bulletin board, a copy to the Township Clerk, The Courier-News, The Star Ledger and the Echoes-Sentinel all on February 16, 2011 as prescribed by the Open Public Meetings Act.

**Roll Call:** Mr. Paoella, Mr. Checchio, Mr. Vetter, Mrs. Garafola, Mr. Truglio, Mr. Reeder

**Reorganization Resolutions:**

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|-------------------|--|
| Resolution #12-01 | Appointment of Officers and Positions of the Authority- Slate of officers and positions are added to the minutes.  |
| Resolution #12-02 | Schedule of Meeting Dates<br>Mr. Reeder explained that we have a formal public meeting in the evening every other month. The office meeting is primarily for approval of the bill list and other financial issues. |
| Resolution #12-03 | Resolution awarding contract for Legal Services  |
| Resolution #12-04 | Resolution awarding contract for Engineering Services  |
| Resolution #12-05 | Resolution awarding contract for Financial Services  |
| Resolution #12-06 | Resolution designating Official Depositories of the Authority  |
| Resolution #12-07 | Resolution designating Official Newspapers of the Authority  |
| Resolution #12-08 | Resolution authorizing the solicitation of proposals for consulting engineering services for the period beginning on or about May 1, 2012 through February 1, 2013.  |

Mr. Reeder gave the board members a summary of the proposed RFP and what is included in the proposal. The same firm has been used for the past

three or four years. Hatch Mott MacDonald has been the engineers for that time period. They have been a good firm and met all conditions of the contract and this is in no way a rebuke of their services but in order to maintain due diligence with the public monies we administer, it is important we go out for an RFP for some of the services we contract and provide for. This encompasses all aspects of the engineering services.

Mr. Goodsell will be putting together the RFP. Debbie then gave a summary of the proposed timeline for the submission of bids and the award will be made at the April 18<sup>th</sup> meeting.

All resolutions are on file in the Authority office for review.

Mrs. Garafola presented to the board members a brief summary of her meeting with and tour of the SRVSA facilities. Mrs. Garafola and Carlos Mosquera will be the Warren Township representatives.

With no further business the meeting was adjourned at 8 PM.

I, Deborah Catapano, Authority Board Secretary of the Warren Township Sewerage Authority in the County of Somerset, New Jersey, do hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Authority at its annual reorganization meeting of February 1, 2012.

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Deborah Catapano, Authority Secretary

WARREN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION NO.12 -1

APPOINTMENT OF OFFICERS AND POSITIONS OF AUTHORITY

BE IT RESOLVED, by the members of the Warren Township Sewerage Authority, in the County of Somerset, New Jersey, that the following persons be and hereby are appointed to the offices and positions of the Warren Township Sewerage Authority indicated to February 6, 2013.

- Chairman: Douglas Reeder
- Vice-Chairman: John Truglio
- Authority Administrator/ Secretary: Deborah Catapano
- Financial Officer: Carolann Garafola
- Asst. Financial Officer: Carl Checchio
- Chief Plant Operator: Applied Water Management, Inc.
- Treasurer: John Truglio
- Assistant Treasurer: Deborah Catapano
- Purchasing Agent: John Truglio
  
- Assistant Purchasing Agent: Deborah Catapano
- Certifying Agent: Deborah Catapano
- Environmental Inspector: Applied Water Management, Inc.
- Operator of Collection System: Applied Water Management, Inc.
- Public Compliance Officer for Affirmative Action: Deborah Catapano
- Capital Improvement Review Committee: Douglas Reeder  
Anthony Paolella
- Authority Engineer: Anthony Gagliostro  
Hatch Mott McDonald
- Authority Engineer for Application Review and Inspection Services: Hatch, Mott MacDonald
- Auditor: Charles Ferraioli, MBA, CPA, RMA  
Ferraioli, Wielkotz, Cerullo & Cuva
- Attorney Counsel: Robert A. Goodsell, Esq.  
Post, Polak, Goodsell, MacNeill & Strauchler, P.A.

Moved by Mrs. Garafola  
Seconded by Mr. Truglio

| Roll Call Vote | Yes     | No    |
|----------------|---------|-------|
| Mr. Reeder     | x _____ | _____ |
| Mr. Truglio    | x _____ | _____ |
| Mrs. Garafola  | x _____ | _____ |

|                            |         |       |
|----------------------------|---------|-------|
| Mr. Kaufman                | _____   | _____ |
| Mr. Vetter                 | x _____ | _____ |
| Mr. Checchio(Alternate #1) | x _____ | _____ |
| Mr. Paoella (Alternate #2) | x _____ | _____ |

\*\*\*\*\*CERTIFICATION\*\*\*\*\*

I, Deborah Catapano, Secretary of the Warren Township Sewerage Authority in the County of Somerset, New Jersey do hereby certify that the above resolution is a true and correct copy of a resolution adopted at the Reorganization meeting of the Warren Township Sewerage Authority on February 1, 2012.

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**Deborah Catapano, Authority Secretary**