

POLLUTION CONTROL FINANCING AUTHORITY  
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING  
July 9, 2008

Chairwoman Napolitani called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 3:00 PM.

Authority Members present: Laurel Napolitani, Richard Mach, and Todd Yanoff. Angelo Accetturo joined the meeting via conference call.

ROLL CALL:	Ms. Napolitani	-	Present
	Mr. Chamberlain	-	Absent
	Mr. Accetturo	-	Present
	Mr. Yanoff	-	Present
	Mr. Mach	-	Present

Also present: James Williams, Operations Manager; Charles Houck, Chief Financial Officer; Joseph Houston, General Counsel; and Margaret Rogers, Recording Secretary.

Pledge of Allegiance / Introductory Statement

## REPORTS

### FACILITIES/RECYCLING

Mr. Williams mentioned that the Facilities Committee reviewed the three proposals again for the Oversight of the Pre-Treatment Plant. Mr. Yanoff motioned to award a contract to Maser Consulting for Resolution R-07-01-08 – Oversight of the PreTreatment Plant Construction, seconded by Mr. Mach.

ROLL CALL:	Ms. Napolitani	-	Yes
	Mr. Chamberlain	-	Absent
	Mr. Accetturo	-	Yes
	Mr. Yanoff	-	Yes
	Mr. Mach	-	Yes

### GENERAL COUNSEL'S REPORT

Mr. Houston brought the following items to the table:

- he asked about the status of the generator requirement by the DEP to which Mr. Williams stated that Wire's Electric is moving along with the installation.

- mentioned that new regulations were approved by the DEP which may be applicable to PCFA, therefore, the Facilities Committee should review them to determine if they will affect our decision on the cover material from the Easton Canal.

- asked if a meeting had been set to meet with the Freeholders. Mr. Williams mentioned that a meeting would take place the fourth Wednesday in September at the Freeholders Meeting at the Wayne DuMont Bldg. with full Board attendance. Mr. Williams stated that he would check to see if the Freeholders would like to come to PCFA's meeting prior, in response to Mr. Houston's suggestion.
- suggested that a meeting be set up sometime in September with Art Charlton to discuss the PCFA Newsletter.
- he questioned Mr. Houck about the calendar date of the Audit which he reviewed. He suggested that Board Members do the same; incorporate any changes and take appropriate action at the next meeting.

OTHER BUSINESS

Mr. Houck provided a Draft copy of the Fiscal Policies and Procedures Manual for review. He also would like concerns, suggestions and comments on said document as well as the Audit RFP for the next scheduled meeting.

Mr. Williams brought to the Board's attention a matter concerning our copy machine. Chris Pessalano from the County office would like to pay the balance of our agreement for the copy machine which they would like to give to the 911 Center. Our purchase/lease agreement will be paid in full by December and we would just need to pay for maintenance. Jim indicated that our machine is functioning fine and we see no need to invest in a new one. He'll investigate the maintenance cost and report to the Board for a final decision at the next meeting.

EXECUTIVE SESSION

Not Necessary This Meeting.

ADJOURNMENT

With no other items to discuss Ms. Napolitani asked for a motion to adjourn.

Mr. Accetturo motioned to adjourn, seconded by Mr. Mach at 3:15 pm.

ROLL CALL:	Ms. Napolitani	-	Yes
	Mr. Chamberlain	-	Absent
	Mr. Accetturo	-	Yes
	Mr. Yanoff	-	Yes
	Mr. Mach	-	Yes

Respectfully submitted by:

*Margaret Rogers*

Margaret Rogers  
Recording Secretary

Approved: *July 23, 2008*