

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

February 24, 2025

Chairman Angelo Accetturo called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:36 am.

Authority Members present: Angelo Accetturo, Rob Larsen, Walter Orcutt, and Dan Perez.

Mr. Knittel asked to call the roll.

ROLL CALL:	Mr. Larsen	- Present
	Mr. Orcutt	- Present
	Mr. Perez	- Present
	Mr. Accetturo	- Present

Also present: Brian Tipton, General Counsel; Jonathan Knittel, Director of Operations; Jamie Banghart, Assistant Director; Mariann Cliff, Recording Secretary and Shannon Beam, Weighmaster.

The Pledge of Allegiance was led by Mr. Knittel.

OATH OF OFFICE

Mr. Knittel stated that they needed to have an Oath of Office for Mr. Accetturo.

Mr. Tipton stated repeat after me, then proceeded with the following:

OATH OF OFFICE

STATE OF NEW JERSEY	:
	: SS
COUNTY OF WARREN	:

I, **N. Angelo Accetturo**, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey; that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people; and that I will faithfully, impartially and justly perform all the duties of a member of the Pollution Control Financing Authority of Warren County according to the best of my ability. (So help me God).*

Signature

Sworn to and subscribed
before me this 24th day
of February **2025**.

Brian Tipton
Attorney-at-Law
State of New Jersey

* Person taking oath has the option of including “So help me God”, if they so desire.

Mr. Accetturo repeated what Mr. Tipton had stated and was sworn in.

The Board collectively stated their congratulations. Mr. Orcutt asked how many years that he had been on the Board.

Mr. Accetturo replied that he did not know, there were many years he had served and there were some gaps in between that he did not.

Mr. Knittel stated that at this point he would like a nomination for the chairperson.

Mr. Accetturo replied that he would nominate Walter Orcutt as Chairman of the PCFA Board

Mr. Larsen stated that he would second the motion.

ROLL CALL: Mr. Larsen - Yes

Mr. Orcutt	- Yes
Mr. Perez	- Yes
Mr. Accetturo	- Yes

The Board collectively said congratulations to Mr. Orcutt.

Mr. Knittel stated that the newly elected Chairperson, Walter Orcutt will assume the Chair for the remainder of this meeting.

Mr. Orcutt read the following statement: "Adequate notice of this meeting of February 24, 2025 was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Pollution Control Financing Authority of Warren County (PCFAWC) to the Warren County Clerk, the Warren County Board of County Commissioners, The Express-Times, and by posting a copy thereof on the bulletin board in the office of the PCFAWC. Formal action may be taken by the PCFAWC at this meeting. Public participation is encouraged. This agenda is subject to change."

Mr. Orcutt asked for a nomination for Vice Chair.

Mr. Larsen replied that he would like to nominate Angelo Accetturo.

Mr. Perez stated that he would second the nomination.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Orcutt asked for a nomination for Secretary.

Mr. Orcutt stated that he would nominate Mr. Perez for Secretary.

Mr. Accetturo replied that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Orcutt asked for a nomination for Treasurer.

Mr. Perez stated that he would nominate Mr. Larsen for Treasurer.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Orcutt stated that they would start to move towards using ‘all in favor say aye’ instead of roll call, it would speed things up a bit and help the recording secretary.

Mr. Orcutt stated that he wanted to talk about the committees and who would be on them.
Mr. Orcutt stated that on finance, it should be Mr. Accetturo.

Mr. Orcutt asked Mr. Perez what he was thinking.
Mr. Perez replied personnel

Mr. Orcutt stated that he wanted to be on Operations and Capital.

Mr. Larsen stated that he would like to be on Operations and Capital also.

Mr. Accetturo stated that Mr. Orcutt should be on Finance also.
Mr. Orcutt agreed.

Mr. Orcutt stated that they needed another person for personnel.
Mr. Orcutt stated that he would nominate Mr. Larsen for personnel.
Mr. Accetturo stated that he would second the motion.

Mr. Orcutt stated that for the record, the motion would be as follows:

Finance, Mr. Accetturo and Mr. Orcutt.
Personnel, Mr. Perez and Mr. Larsen.
Operations, Mr. Orcutt and Mr. Larsen.
Capital, Mr. Orcutt and Mr. Larsen.

Mr. Orcutt then asked for someone to make that motion.
Mr. Perez stated that he would make it.
Mr. Accetturo stated that he would second it.

Mr. Orcutt stated, all in favor say aye.

ROLL CALL:	Mr. Larsen	- Aye
	Mr. Orcutt	- Aye
	Mr. Perez	- Aye
	Mr. Accetturo	- Aye

Mr. Orcutt asked if any opposed, then stated, motion granted unanimously.

MINUTES

Mr. Orcutt asked if there were any questions, errors additions, corrections, to M-1 the Regular monthly meeting minutes from January 27, 2025 and the Executive minutes from the same meeting.

Mr. Orcutt stated that hearing none, he would need a motion to approve both sets of minutes.

Mr. Accetturo stated that he would make the motion to approve.

Mr. Larsen stated that he would second the motion.

Mr. Orcutt stated, all in favor say aye.

ROLL CALL:	Mr. Larsen	- Aye
	Mr. Orcutt	- Aye
	Mr. Perez	- Aye
	Mr. Accetturo	- Aye

Mr. Orcutt asked if any opposed, then stated, motion granted unanimously.

Mr. Orcutt stated that he would go through each resolution and then move them all after they spoke about them.

Mr. Orcutt stated that the resolution authorizing signatures for 2025 which was Mr. Knittel, Mrs. Banghart, Mr. Orcutt and Mr. Larsen.

Mr. Orcutt stated that resolution 2, 2025 the resolution authorizing the assistant Directors office a petty cash fund of \$100.00.

Mr. Orcutt stated that resolution 3, 2025 Authorizing the Assistant Director's Office To Maintain a Petty Cash Fund of \$200.00 Designated For Scale House Use for Fiscal Year 2025, then asked if there were questions on that one.

Mr. Orcutt stated that the resolution Designating A Public Agency Compliance Officer, who was that?

Mrs. Banghart replied the Director.

Mr. Orcutt asked who the resolution Designating A Custodian Of Records was.

Mrs. Banghart stated that was the Director also.

Mr. Orcutt stated that we are

To Participate in The State Of New Jersey's Distribution And Support Service Fiscal Year 2025, then asked if there were any questions regarding that one.

Mr. Orcutt Stated Resolution Adopting A Cash Management Plan Designating Officials Authorized To Invest And Disburse Funds, Authorized Depositories, Permitted Investments And Reporting Requirements For The Pollution Control Financing Authority of Warren County.

Mr. Orcutt stated that the Resolution Adopting An Identity Theft Policy, no questions about that.

Mr. Orcutt Stated and The Resolution Designating the Express Times as The Official newspaper For Advertising Public Notices – 2025.

Mr. Orcutt asked if this was even a newspaper anymore.

Mrs. Banghart stated that she had sent an email to Mr. Tipton on that very subject.

Mr. Tipton replied that there was no choice at this point and the legislature was still working on things so we do not know yet.

Mr. Orcutt stated that they could change this mid-year if they had to. Mr. Tipton replied yes, Mr. Orcutt replied that was good.

Mr. Orcutt stated that he would need a motion to approve the annual resolution's R-02-01-25 through R-02-09-25.

Mr. Accetturo stated that he would make that motion.

Mr. Larsen stated that he would second the motion

Mr. Orcutt asked for a roll call for all of the resolutions.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

On a motion by *Mr. Accetturo*, seconded by, *Mr. Larsen*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION

R-02-01-25

AUTHORIZING SIGNATURES FOR FISCAL YEAR 2025

BE IT RESOLVED, by Authority of the Pollution Control Financing Authority of Warren County that the following are hereby authorized to sign checks or withdrawal slips where a combination of two signatures is required and;

BE IT FURTHER RESOLVED that where two signatures are required, one of the signatures must be the Chairperson or Treasurer and the second signature must be the Director of Operations or the Assistant Director;

CHAIRPERSON
TREASURER
DIRECTOR OF OPERATIONS
ASSISTANT DIRECTOR

BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons authorized to sign be forwarded to all Depositories.

ROLL CALL: Mr. Larsen - Yes
Mr. Orcutt - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Mariann Cliff
Recording Secretary

Dated: 02/24/2025

On a motion by *Mr. Accetturo*, seconded by *Mr. Larsen*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION

R-02-02-25

AUTHORIZING ASSISTANT DIRECTOR'S OFFICE TO MAINTAIN A PETTY CASH FUND IN THE AMOUNT OF \$100.00 FOR FISCAL YEAR 2025

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Assistant Director's office for the Pollution Control Financing Authority of Warren County; and

WHEREAS, said Petty Cash Fund was established by resolution dated February 2, 1994, by the Pollution Control Financing Authority of Warren County; and

WHEREAS, said Petty Cash Fund received approval from the Director of Local Government Services; and

NOW THEREFORE, be it resolved on this **Twenty Fourth** day of **February, 2025**, by the members of the Pollution Control Financing Authority of Warren County, that;

1. During the year 2025, the Assistant Director, be and is hereby authorized and permitted to establish a Petty Cash Fund in the amount not to exceed \$100.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses.
2. The Assistant Director, having been bonded, will have custody of the Petty Cash Fund in accordance with the laws and regulations governing its operation.

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Mariann Cliff

Dated: 02/24/2025

On a motion by *Mr. Accetturo*, seconded by, Mr. *Larsen*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

Resolution R-02-03-25

AUTHORIZING THE ASSISTANT DIRECTOR'S OFFICE TO MAINTAIN A PETTY CASH FUND DESIGNATED FOR SCALE HOUSE USE FOR FISCAL YEAR 2025

WHEREAS, N.J.S.A. 40A:5-21 designated a Petty Cash Fund for the Pollution Control Financing Authority of Warren County for Scale House use; and

WHEREAS, said Petty Cash Fund was established by resolution dated February 2, 1994, by the Pollution Control Financing Authority of Warren County and approved by the Director of Local Government Services; and

NOW THEREFORE, be it resolved on the **Twenty Fourth** day of **February 2025** by the members of the Pollution Control Financing Authority of Warren County, that;

1. During the year 2025, the Assistant Director be, and is, hereby authorized and permitted to maintain the current Petty Cash Fund at the scale House in the amount not to exceed \$200.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Scale House Petty Cash Fund is designated for use by the Scale House operator to make change for residents using the convenience center.
2. The Assistant Director, having been bonded will have custody of the Petty Cash Fund in accordance with the laws and regulations governing its operation.

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Mariann Cliff

Dated: 02/24/2025

RESOLUTION

R-02-04-25

**DESIGNATING A PUBLIC
AGENCY COMPLIANCE OFFICER (P.A.C.O.)**

WHEREAS, there exists a need for a designated public agency compliance officer (P.A.C.O.) for the Pollution Control Financing Authority of Warren County in order to meet its responsibilities under the law;

NOW THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the Authority's Director of Operations, **Jonathan Knittel**, be appointed as the designated Public Agency Compliance Officer (P.A.C.O.) to ensure that all contracts have Affirmative Action language incorporated.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Mariann Cliff

Date: 02/24/25

On a motion by **Mr. Accetturo**, seconded by, **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION

R-02-05-25

DESIGNATING A CUSTODIAN OF RECORDS

WHEREAS, there exists a need for a designated Custodian of Records for the Pollution Control Financing Authority of Warren County in order to meet its responsibilities under the law;

NOW THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the Authority's Director of Operations, **Jonathan Knittel**, be appointed as the designated Custodian of Records in accordance with the Open Public Records Act (OPRA) (P.L. 2001, c. 404).

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Mariann Cliff
Recording Secretary

Date: 02/24/2025

On a motion by **Mr. Accetturo**, seconded by, **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION

R-02-06-25

**TO PARTICIPATE IN THE STATE OF NEW JERSEY'S
DISTRIBUTION AND SUPPORT SERVICE
FISCAL YEAR 2025**

WHEREAS, in the past, the Pollution Control Financing Authority of Warren County has availed itself to the right to purchase materials, supplies and equipment under contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to N.J.S.A. 40A:11-12; and

WHEREAS, it is contemplated that it will be necessary or desirable to obtain materials, supplies or equipment under such contract or contracts entered into on behalf of the State of New Jersey by said Division during the year 2025;

NOW, THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County, that it is hereby authorized to purchase such materials, supplies and equipment from the Division of Purchase and Property in the Department of the Treasury, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 40A:11-3, as it may from time to time deem necessary or desirable.

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Mariann Cliff
Recording Secretary

Dated: 02/24/2025

**POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY**

R-02-07-25

**RESOLUTION ADOPTING A CASH MANAGEMENT PLAN DESIGNATING
OFFICIALS AUTHORIZED TO INVEST AND DISBURSE FUNDS,
AUTHORIZED DEPOSITORIES, PERMITTED INVESTMENTS AND
REPORTING REQUIREMENTS FOR THE POLLUTION CONTROL
FINANCING AUTHORITY OF WARREN COUNTY**

BE IT RESOLVED, by the Pollution Control Financing Authority of Warren County that from February 24, 2025 the following shall serve as the cash management plan.

The Assistant Director is directed to use this cash management plan as the guide in depositing and investing the Pollution Control Financing Authority of Warren County's funds.

**CASH MANAGEMENT PLAN FOR THE
POLLUTION CONTROL FINANCING
AUTHORITY OF WARREN COUNTY**

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investments ("Permitted Investments"), pursuant to NJSA 40A:5-15.1, of certain public funds of the Pollution Control Financing Authority of Warren County (PCFAWC), pending the use of such funds for the intended purposes. The plan is intended to assure that all public funds identified herein are deposited in interest bearing deposits, to the extent practicable, or otherwise invested in investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done so to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested and to minimize the risk to the market value of such Deposits or Permitted Investments. All investments shall be made on a competitive basis insofar as practicable.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN AND OFFICIAL DEPOSITORIES.

The Plan is intended to cover the deposit and/or investment of authority owned funds of the PCFAWC in authorized institutions which are GUDPA certified pursuant to the provisions of NJSA 17:9-44; (the "Official Depositories").

The following banks and financial institutions and / or their successors are hereby designated as Official Depositories for the deposit of all public funds, including any certificates of deposit, referred to in the plan which are not otherwise invested in Permitted Investments as provided for in this plan: Lakeland Bank, PNC Bank, Fulton Bank of NJ, Fulton Financial Advisors, Provident Bank, Valley National Bank, and Unity Bank.

All such depositories shall acknowledge in written receipt of this Plan by sending a copy of such acknowledgement to the Chief Financial Officer.

Additionally, pursuant to NJSA 40A:5-14g, any official involved in the designation of depositories or in the authorization for investments as permitted pursuant to section 8 of PL 1977, c396 (C.40A:5-15.1), or any combination of the preceding, or the selection of an entity seeking to sell and investment to the Authority who has a material business or personal relationship with that organization shall disclose that relationship to the governing body of the Authority.

III. DESIGNATION OF OFFICIALS OF THE PCFAWC AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

Upon consultation with the Finance Committee members and Director of Operations, the Chief Financial Officer (the Designated Official) of the PCFAWC is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the PCFAWC are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIAL MAY DEAL.

The following brokerage firms and/or dealers and other institutions and / or their successors are hereby designated as firms with whom the Chief Financial Officer of the PCFAWC may deal for the purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits: Lakeland Bank, PNC Bank, Fulton Bank of NJ, Fulton Financial Advisors, Provident Bank, Valley National Bank, and Unity Bank.

All such brokerage firms and/or dealers shall acknowledge in writing the receipt of this Plan by sending a copy of such acknowledgment to the Chief Financial Officer.

Pursuant to NJSA 40A:5-15.1 and as disclosed in Section V below, the securities dealers' retained by the Authority will comply with said statute and Section V when acting on behalf of the Authority in any and all financial transactions.

V. AUTHORIZED INVESTMENTS.

Except as otherwise specifically provided for herein, the Chief Financial Officer, upon consultation with the Finance Committee and Director of Operations of the PCFAWC, is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- A. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- B. Government Money Market Mutual Funds;
- C. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- D. Bonds or other obligations of the Authority;
- E. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- F. Local Government Investment Pools;
- G. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(C.52 : 18A-90.4); or
- H. Agreements for the repurchase of fully collateralized securities if:
 - 1. the underlying securities are permitted investments pursuant to paragraphs 1 and 3 of this subsection a;
 - 2. the custody of collateral is transferred to a third party;
 - 3. the maturity of the agreement is not more than 30 days;
 - 4. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 9 - 41); and
 - 5. a master repurchase agreement providing for the custody and security of collateral is executed.
- I. Any investment instruments in which the security is not physically held by the Authority shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the Authority and prevent unauthorized use of such investments;
- J. Purchase of investment securities shall be executed by the "delivery versus payment" method to ensure that the securities are either received by the Authority or a third party custodian prior to or upon release of the Authority's funds;

K. Any investments not purchased and redeemed directly from the issuer, government

money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a nation or State bank located within the State or through a broker/dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967, c. 93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- a. which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7;
- b. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- c. which has:
 - i. attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - ii. retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- a. which has managed in accordance with 17 C.F.R. sec. 270.2a-7;
- b. which is rated in the highest category by a nationally recognized statistical rating organization;
- c. which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- d. which is in compliance with rules adopted pursuant to the “Administrative

Procedure Act,” P.L. 1968, c.410 (c.52: 14b-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for the disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of investments;

e. which does not permit investments in instruments that: are subject to high price

volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

- f. which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a State or national bank located within this State, or through a broker/dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49 : 3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

IV. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the PCFAWC, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the PCFAWC to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to ensure that such Permitted Investments are either received by the PCFAWC or by a third party custodian prior to or upon the release of the PCFAWC’s funds.

Pursuant to NJSA 40A:5-15, all Authority funds shall be deposited within 48 hours of receipt.

To assure that all parties with whom the PCFAWC deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such

parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Chief Financial Officer.

VII. REPORTING REQUIREMENTS.

The Chief Financial Officer shall supply to the governing body of the PCFAWC a written report each month listing all Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the PCFAWC as a Deposit or Permitted Investment.
- B. The type and amount of securities or certificates of deposit purchased or sold during the immediately preceding month.
- C. The book value at month end of such Deposits or Permitted Investments.
- D. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity.
- E. The fees incurred to undertake such Deposits or Permitted Investments.
- F. All other information which may be deemed reasonable from time to time by the governing body of the PCFAWC.

VIII. TERM OF PLAN

This plan shall be in effect from February 24, 2025 until such time as it is amended or superseded by a subsequent plan. Attached to this Plan is a resolution of the governing body of the PCFAWC approving the Plan.

IX. INVESTMENT STRATEGIES

In order to ensure liquidity to meet the Authority's daily, ongoing cash needs as well as allow longer term investments to gain enhanced returns on our monies the following strategies will be employed. Additionally, all invested funds must be maintained to comply with the provisions of NJSA 40A:5-15.1 ("Securities which may be purchased by local units").

The Chief Financial Officer of the PCFA of Warren County will implement the following procedures on behalf of the PCFA:

- A. In order for the PCFAWC to meet all of its operational obligations including payroll, accounts payable and pension contributions, a minimum of 10% of the current fiscal year's adopted budget will be reserved to meet the operational cash flow requirements. These funds must provide sufficient liquidity for the daily operations of the Authority.
- B. A Capital & Construction account shall be maintained to segregate and reserve funds needed to meet the financial requirements of large scale capital improvement and/or construction projects. Typically these expenditures are large scale, non-recurring projects that have a useful life of greater than one year. The balance maintained in the account will be

determined by the five year capital improvement plan included in the Authority's Annual Budget submitted to the New Jersey Department of Community Affairs, Division of Local Government Services. The balance in this account shall be sufficient to meet the projected expenditures incurred during the current fiscal year and to minimize the need to issue debt to finance future year capital projects.

C. A Haulers account shall be maintained at an amount equal to or greater than 25% of the operating budget. This account will be used to retain funds to insure sufficient finances exist if a drastic change in the solid waste disposal market should occur. Specifically, this account will provide a safety net should there be a shortfall in revenue that would materially impair the Authority's ability to operate on a daily basis. If operations at the Authority cease, any remaining funds in this account will be transferred to the Supplementary Closure Account.

D. State law requires the creation of a trust fund specifically dedicated to the maintenance of the Warren County District Landfill Closure and Post-Closure care. The estimate for the closure/post-closure maintenance of the landfill is contained in the most recent Closure/Post-Closure Maintenance Plan approved by the New Jersey Department of Environmental Protection. There are currently two funds in existence, the Warren County Landfill Closure Escrow Trust Fund and the Warren County Landfill Alternate Closure Escrow Trust Fund. Both funds are controlled by the New Jersey Department of Environmental Protection. The Closure/Post-Closure Maintenance Plan must be updated bi-annually, all changes in anticipated costs associated with the closure are reviewed and the funding level in the closure investments is adjusted to reflect these changes. Investments in the Funds are administered in accordance with NJSA 7:26-2A.9(b) and the NJDEP standard escrow agreements which permits investments up to 10 years in duration.

E. The Authority Board authorized a third closure trust fund called the Supplementary Closure Account to be used for the Warren County District Landfill Closure and Post-Closure care. These funds are maintained in a separate account under the control of the Authority and will be used to supplement the Landfill Closure Escrow Trust Fund and the Landfill Alternate Closure Escrow Trust Fund. Investments in the Funds are administered in accordance with NJSA 7:26-2A.9(b) and the NJDEP standard escrow agreements which permits investments up to 10 years in duration. The funds may be used to finance improvements in connection with the Landfill Closure and Post-Closure care at the Authority Board's discretion.

On a motion by **Mr. Accetturo**, seconded by, **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

Dan Perez, Secretary

02/24/2025

Date

ROLL CALL: Mr. Larsen - Yes

Mr. Orcutt - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date indicated.

Mariann Cliff
Recording Secretary

CASH MANAGEMENT PLAN FOR THE POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY, NEW JERSEY

ACKNOWLEDGEMENT

I hereby declare that I have received a copy of the CASH MANAGEMENT PLAN FOR THE POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY, NEW JERSEY or amendment thereto and that I have reviewed the document and understand the terms and conditions stated therein.

Institution:

Signature:

Title:

Date:

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Depository Contact People

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On a motion by *Mr. Accetturo*, seconded by, *Mr. Larsen*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION
R-02-08-25

A RESOLUTION ADOPTING AN IDENTITY THEFT POLICY

WHEREAS, the Fair and Accurate Credit Transactions Act of 2003, an amendment to the Fair Credit Reporting Act, required rules regarding identity theft protection to be promulgated; and

WHEREAS, those rules became effective December 31, 2010, and require municipal utilities to implement an identity theft program and policy, and

WHEREAS, the Pollution Control Financing Authority of Warren County in the county of Warren has determined that the following policy is in the best interest of the Authority and its citizens.

NOW, THEREFORE, BE IT RESOLVED by the Pollution Control Financing Authority of Warren County that the Authority's Assistant Director be appointed as the designated administrator of the Identity Theft Policy annexed hereto and hereby approved:

This resolution will take effect immediately upon its passage, the public welfare requiring it.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Mariann Cliff
Recording Secretary

Date: 02/24/2025

On a motion by *Mr. Accetturo*, seconded by, *Mr. Larsen*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

R E S O L U T I O N

R-02-09-25

DESIGNATING THE EXPRESS TIMES

AS THE OFFICIAL NEWSPAPER

FOR ADVERTISING PUBLIC NOTICES - 2025

WHEREAS, there exists a need for the advertising of Public Notices for the Pollution Control Financing Authority of Warren County in order to meet its responsibilities under the law;

NOW THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the **EXPRESS TIMES** is hereby designated as the official newspaper of the Pollution Control Financing Authority of Warren County for all Public Notices.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Mariann Cliff
Recording Secretary

Dated: 02/24/2025

CORRESPONDENCE

Mr. Orcutt asked if there was any correspondence.
Mr. Knittel replied that there was not.

PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Mr. Orcutt stated that there was no public present.

FINANCE

Mr. Orcutt asked Mr. Knittel and Mrs. Banghart to go ahead with the finance report.
Mrs. Banghart stated that their finances did look good, their tonnage was down and they also received all of their insurance bills as you know they pay them up-front every January. That makes us show a deficit.
Mr. Orcutt stated as he mentioned last year, he does not know why they don't pay those guys quarterly or semi-annually. He was sure that there was a good reason.
Mr. Knittel replied that there were some cost savings and some do not give that as an option.
Mr. Knittel stated that most all of them come out of Admin, so, Admin was already at 50% of the budget.
Mr. Orcutt replied it would just help from an accounting standpoint, just to make us not look like we were in a deficit.

Mr. Knittel stated that the reduced tonnage for the month was both seasonal and lack of transfer trucks coming in. Most of our tonnage and finance revenue was from the importing of ash which we have a surplus of, more than we need. We were able to stock-pile that in the cell for future use, so that helped with finances and Warren County curbside garbage stayed as predicted. We now have most all of the towns, Phillipsburg and Washington Borough used to leave the County, and they are both coming here now.

Even with that, they were down a couple hundred thousand dollars a month and part of that was seasonal and part of it was because of lack of construction and demolition and they will see how that

will pick up in the spring. If it does not pick up in the spring, he definitely will alert the Board as to where the transfer station tonnage may be going to.

Mr. Orcutt asked for a resolution to pay the bills R-02-10-25.

Mr. Larsen stated that he would make a motion to approve R-02-10-25 to pay bills.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

On a motion by **Mr. Larsen**, seconded by **Mr. Accetturo**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *February 24, 2025*.

RESOLUTION
R-02-10-25
To Pay Bills – February 24, 2025

WHEREAS, the Pollution Control Financing Authority of Warren County has been presented with invoices for services, supplies and other materials rendered to it or on its behalf;

NOW, THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the following bills be paid:

See Attached

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

We hereby certify Resolution to Pay Bills in the amount of **\$ 706,876.96** to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the *24th* day of *February 2025*.

Mariann Cliff
Recording Secretary

Jonathan Knittel
Director of Operations

Approved: February 24, 2025

PERSONNEL

Mr. Orcutt asked if Mr. Knittel had anything for personnel.

Mr. Knittel replied that he did not have anything for personnel at this time.

PRESENTATIONS

Mr. Orcutt asked if there were presentations.

REPORTS

Mr. Orcutt stated there were no reports.

FACILITIES/RECYCLING

Mr. Orcutt stated that they would talk about facilities and recycling.

Mr. Knittel stated that the first item was the on-site water treatment plant, they were having a formal March 20th meeting with the engineer, TetraTech. Board members are welcome to attend. They were going to go over the plan for the year, our whole time-line. All of the major points that they want to tackle this year. They were not going to be able to spend all of the budget that they had set aside for this calendar year. That was a good thing, and if they need a little help with finances to make up for the lower tonnage, some of that revenue could come out of the water treatment line but they want to do as much as they can for the water treatment plant this calendar year.

Mr. Knittel stated that with the Board's permission he would like to ask the engineers if its appropriate to invite Mr. Inscho, from PRMUA if he would like to attend our kick-off meeting.

The Board replied unanimously in favor.

Mr. Knittel stated that they had analytical data, and they have done an evaluation of what they have down there and the engineer was leaning towards reverse osmosis, it was high pressure osmosis and he would explain why that is. It was due to the total dissolved solids and the actual color of the liquid. The reverse osmosis could make that clear, that way the color won't affect the treatment technologies

that PRMUA was currently using. During this calendar year they would also be evaluating the use of our waste gas from the flare to evaporate any of the leachate water. They were working closely with our air consultant on updating any air-permits that may be needed. For example, this month they updated our permit, and for a couple hundred-dollar fee they were able to replace a generator that met its end of life. They then were able to replace that and get that updated to the air permit. So, the on-site water treatment plant – if the Board would like to attend the March 20th kick-off meeting, please let us know. The PCFA will provide the food and perhaps have a BBQ.

Mr. Orcutt asked what day of the week it was. Mr. Knittel replied that it was a Thursday. It was also a couple people's birthday!

A quick little discussion followed that announcement.

Mr. Orcutt stated that he had a couple of things, first they spoke about the damage to the system between here and Oxford from the leachate. Mr. Knittel replied yes.

Mr. Orcutt asked in reply, was this accurate information?

Mr. Knittel that was something that was mentioned at the last meeting, it was not exactly wrong but it was not correct either. The assumption was that it was damaged in the some of the concrete portion of PRMUA's system, that was in the headworks of their system, that was repaired years ago. The damage in the concrete pipe was also mentioned but when the manholes were opened and inspected, it was cosmetic surface spalling of the concrete in the manhole, where our force-main goes to a gravity manhole. Inside that manhole would be re-parged, which means a worker would go in, the air would be tested and a fan would be installed and the worker would re-parge every surface inside the manhole with fresh concrete.

A quick discussion was had on re-parging a manhole and why. The discussion also touched on what the effect was, if anything that the leachate does to the concrete.

Mr. Orcutt asked what it would take to connect all the pipes between us and PRMUA including going through the neighboring property.

Mr. Knittel replied that they have about 5000 feet, almost a mile of force-main pipe, from our water plant on our property and the first 2000 feet was going up-hill. They have gone through the high point of that and flushed water back to our water plant. They left that pipe open to check for any water infiltration and there was none, not a single drop. The line was flushed, there was no sediment in it and it was ready for camera. The camera would look at the PVC pipe for any cracking or root penetration. If it was detected then it would have to be repaired.

Mr. Orcutt asked if there was a pressurization test performed.

Mr. Knittel replied no. Mr. Orcutt asked why.

Mr. Knittel stated that they could do a pressure test but the engineer was suggesting a camera inspection, he will ask the engineer about the pressure test in place of or in combination with the camera.

Mr. Orcutt stated ok assuming that we are good to there, then what?

Mr. Knittel replied that at the top of the hill was an air vent, as the pipe goes uphill, and then, down, the highpoint must have an air vent. That air vent is completely corroded and the manual valves do not move on that structure. That was in our easement at the top of the hill which was not our property but it was in the easement. He would speak with Mr. Tipton in the next few days if there were any notifications that we have to do. We have walked that line and inspected the air vent.

There was a quick discussion on the easement and air vent and permissions within the easement.

Mr. Knittel stated that from the top of that hill, as they replace the air vent the same day, they would dump in a tank of water there and flush it to East Quarry Road, which was also within the easement.

Mr. Knittel stated that at East Quarry Road the pipe has been cut and terminated at the Covanta property line. That has been marked and surveyed with a wooden post.

Mr. Knittel stated that they would open that test pit up and flush water from the top of the mountain down to there and run the camera in it or pressure test it.

Mr. Knittel stated that he would get an email out to the engineer this afternoon on what they were discussing.

Mr. Knittel stated that then, from East Quarry Road, the pipe has been cut for 800 feet on the Covanta property. There was another manhole at that spot where the force main goes uphill on Jensen drive into the woods through an old railway easement and it then hits the gravity manhole. From the gravity manhole to the manhole at Jensen Drive and Covanta's entrance, that would also be pressure and or videoed. Flushing that would be a little more difficult, if they do, they would have to flush it from the gravity manhole, which they had access to through Rt. 31 into the easement. They would have to pump it uphill with some kind of pumping device, it would go up, crest the hill, come back down to the manhole at Jensen and at that point they would have to have a vac truck suck out the water as it comes through. That water cannot be left to the environment.

This began a discussion on all the pipes involved and the shape that they were in. Then the options were discussed, there was the first, which was to go through Popinko's property on the side of the former Covanta fence (1,492 feet). The second option was to go (2,715 feet), a further distance at a higher expense, on Mt. Pisgah in the County right-of-way.

Third option was to place it on the former incinerator lot, straight down the fence line. They have walked that and it was old growth Oaks and large trees, wetlands and massive boulders that were blasted out from making the pit at the Covanta incinerator. The option on the County property was not good. Our best option would be to become more active in negotiating with our neighbor, who would like access to our force-main for any potential future development.

Mr. Orcutt asked if they have ever had one conversation with him.

Mr. Knittel replied yes, it was unofficial with the younger member of the family.

Mr. Orcutt asked if it was a positive conversation

Mr. Knittel replied that yes it was positive, but it was unofficial. Just a chance meeting and unofficial conversation.

Then it was discussed that in the interim they could use six trucks a day to move liquid from our physical tank to the facility. The by-pass could be installed in several days, it was HDPE pipe in a shallow ditch, and it could be done with a Ditch Witch. They realized that they can install to below frost depth with a ditch witch. A ditch witch, while a large machine, can still go under low utilities such as power lines. Mr. Knittel acknowledged the Board's not wanting to talk about this option, but Mt. Pisgah was an option. There were no overhead obstructions it was just the underground utilities that would need to be cleared. So, Pisgah was always a backup option.

Mr. Orcutt asked at the end of Pisgah where does it go?

Mr. Knittel replied that Pisgah follows County right of way all the way to the manhole on Jensen drive at the Y intersection.

Mr. Orcutt stated that it was just a longer route.

These options were discussed in detail, and the shape of all the pipe was discussed also along with the demolition of the Covanta site.

It was the Board's unanimous consensus that the PCFA start a dialog with Popinko as soon as possible.

Mr. Knittel had stated that the Covanta demo project, had decided to start placing what may be wetlands flags way outside of their property, into Popinko's and all the way down Jensen drive. They assume that those pink flags were some kind of environmental markings. There was one set of flags up by Jensen drive that he was looking into trying to figure out, if that was surveyed and reported, or something else.

Mr. Orcutt asked Mr. Knittel to draw up some kind of a map for the next meeting or sub-committee meeting so they all know what they're talking about.

Mr. Knittel agreed.

Mr. Orcutt stated that they have to balance this with trucking it. Trucking it was the easiest way to do it.

Mr. Accetturo stated that there was the possibility that going through Popinko property they would have to go over or under wetlands.

Mr. Knittel replied that in the field, it looks like there is something that could potentially marked as wetlands yes.

Mr. Accetturo stated that he believes that there was a very high chance of it, there was a ditch dug out on both sides of the road.

Mr. Knittel agreed there was a storm-water ditch on the edge of Jensen, if you leave today, as you slow down at the Y intersection you will see pink flags in the forest.

Mr. Accetturo replied that complicates things, instead of putting it in the road.

Mr. Orcutt asked how it would be done.

Mr. Knittel stated that they could get a permit to either disturb it temporarily or directional drill under it. There was always a way, you can directional drill under wetlands without as much of a hassle to get the permission from the State.

Mr. Orcutt stated that should be included in these options.

Mr. Knittel agreed.

Mr. Orcutt stated the second thing they were talking about, the reject water. Mr. Knittel replied yes.

Mr. Orcutt asked that they were talking about \$450,000.00 to pump the water up to the top of the cell?

Mr. Knittel replied yes to install the infrastructure, pumps, pipe and infiltration gallery.

Mr. Orcutt stated that for lack of better wording if they had an open pit at the top, which was said that was allowed, it's just the DEP does not like it much.

Mr. Orcutt asked, what would be wrong with getting a cheap tanker and bring up a load every day with a spigot that you open up and just let it take its time all day long to leach back into the cell.

Mr. Knittel replied that they already have an old water truck, that holds 3,000 gallons. They would only have to make a few trips a day. Mr. Knittel stated that he liked the way that Mr. Orcutt was thinking and he thought it was a great idea, but long term an open pit with snow fence around it, the DEP would find a way to shut us down.

Mr. Knittel stated that they could do something more secure.

Mr. Orcutt stated that the explosion-proof \$450,000.00 idea was too much for us.

Mr. Knittel stated that was why it was pulled from the bidding process and it was pulled from some permit language, the renewal language in our solid waste permit. It was holding everything up at the DEP level because they had more questions than anything about the recirculation.

There was a lengthy discussion amongst the Board regarding the reject water and how to get rid of it cheaply, their goal was to find a way to dispose of it if trucking it to PVSC was ever terminated.

Mr. Orcutt stated that the 20-acre side slope cap project update.

Mr. Knittel stated that the foreman from Barbella was on-site today and he's currently here doing a reconnaissance of the site. They would like to start mobilizing, first to spread processed dredge material on the north-west slope that had been put on hold due to weather and conditions. They would start on that first, and then continue with the rest. They were looking for the weather to be above freezing during the day. They were still seeing some weather coming in later this week. They were hopeful that in the next 3 to 4 weeks that the day-time temperatures would be consistently above freezing. Then they could get down on the south-slope again. In the meantime, they will start bringing crew in for that spreading the process dredge.

Mr. Orcutt stated that he was at the Republican Lincoln day thing yesterday and he promised everyone that this would be green by summer. Mr. Knittel replied yes it will.

There was a quick discussion on when the other side will have grass completely grown. It was said that every thing should be green by the end of September.

Mr. Knittel stated that with the odor update, they were moving ahead with gas header project and that was being funded by closure funds. They do not have the official blessing from the State, but they have been meeting with us multiple times over the last two weeks. We have met all of their requirements and made edits to everything that they requested, from updating a financial plan to updating the drawings. So, the gas header project was now going to be paid for by closure funds so there is no reason to delay any longer on that.

Mr. Knittel stated that several new vertical wells will be included in that project and while the contractor was here, they have the ability to drill about four or five vertical wells in Cell-7, the trash was thick enough to get shallow vertical wells in. They perform a zone of influence, which is much better than what they were currently using which was the horizontal collectors. They previously had no choice but to use horizontal until trash was thick enough. So, they were updating the gas header drawings to include the vertical wells, as soon as they make those edits, they send it over to legal review for their approval. Then it goes out to bid, they also have solid waste permit modifications into the State of New Jersey and they are also favorably looking at approving the addition of wood chips to our daily cover.

Mr. Knittel stated that organic wood chips mulched from tree companies, land clearing companies is just pure wood chips usually an inch or so in diameter. Those wood chips help to absorb H₂S odors that come up to the surface in the landfill. Any organic material like wood helps absorb H₂S quite well, it usually stains it as its absorbing the H₂S. The DEP verbally approved 25% of our daily cover to be blended wood chips into our daily cover and they could use 100% wood chips on our internal roads so internal roads would be where our trucks have to drive. Because we are dealing mostly with Warren County garbage, the roadways are very soft and difficult for curbside trucks to navigate, its all soft bagged garbage and it doesn't compress very well to a firm drivable surface. The lack of demo was making access difficult so the wood chips on the roadways will help with the current situation.

There was a bit of a discussion with the wood chips and how they would get here and if we would make money on them. Also, when the DEP confirmation for their use would be available.

There were a few towns that came up in this discussion that allowed dumping of wood chips in a designated spot to be used by their residents.

Mr. Knittel stated that with Board approval, he would expect in about two to three week they would get the written permission on the permit.

Mr. Orcutt replied that they should talk about the tipping, they should pay the fee.

Mr. Orcutt asked Mr. Knittel to speak to some other landfills also to see what they were doing, get some ideas. Mr. Knittel replied ok, he could see what Sussex was doing, that would be interesting because they have a full green recycling program there. They have a tipping fee for everything, grass clippings and branches and such. We were not permitted to use that type of stuff, we would only be approved for wood chips.

Mr. Orcutt asked why they were permitted and we were not.

Mr. Knittel stated that they have a formal program and a full composting facility that was all DEP blessed.

The topic of composting was discussed.

Mr. Knittel stated that was the end of the odor update

Mr. Knittel stated that they did meet this morning in a committee to review a technology that monitors odor and weather in real time using sensors, it's a company Envirosuite that we've looked at in years past. He will continue to work with that vendor to see what may be best for fence-line and weather monitoring of odors.

Mr. Orcutt asked that while they were on with Mr. Knittel and facilities, please give the Board the generator update.

Mr. Knittel replied yes sir. Formally they had a 400kw that serviced the flare and scrubber. If you may remember they had a scrubber system initially for the odors a decade ago. That was a sulfur CatOx system that used on average half a million dollars of electricity per year. It was one of the reasons for DCO and Solar to be installed here, it was massive amounts of electric usage. That sulfur scrubber system was replaced with a technology that uses a fraction, 3% of the electricity, and that was our H2S Plus System. So, our electric demand for that area was much reduced. They lost a 400kw generator when he says lost it, the stator, the windings were self-destroyed violently. The engine was still functionable, they looked at the value of that engine on different market platforms including government auctions. We asked Caterpillar to also give us an offer for this engine that is pre-emissions so it may have some value. The generator that we got to replace it, instead of being 400kw, we were able to use a 125kw so there was a significant reduction in size on this generator. They had it purchased delivered and its part-way through the installation process as of today.

The purchase on that, instead of several hundred grand, it was \$60,000.00 with a 5-year warranty brand new from Caterpillar. That was through the co-op pricing. The installation right now was waiting on the zoning permit and the electrical permit to install the underground conduit. In the interim we are allowed to use temporary conduit and cable to hook up our new generator to our panel. That transfer has to happen in a single day from the rental unit to our new unit because, we cannot be down for power outage for more than just a few minutes. The time it takes to transfer electricity from the grid to the generator. So, that transfer should be happening within the next two weeks.

Mr. Orcutt stated that Mr. Knittel had called him and they had talked about the installation because it was a capital project then asked Mr. Knittel if he had spoken to anyone else.

Mr. Knittel replied that he had also called another Board member. So, they had agreed that the PCFA would take care of the trenching, because the electrician wanted a lot of money to do that.

Mr. Knittel explained that it was about 75 feet of new trenching, there was multiple underground utilities present so there would be a lot of hand excavation. Our excavator will not fit in there but they could get a small rental from our neighbor, Marshall Machinery that would allow us to do the hand excavation and the trenching. In the interim they were allowed, because of its critical infrastructure, to put the cables in temporary conduit on the ground surface. Then fence it off with traffic cones.

Mr. Orcutt asked how long can it be temporary?

Mr. Knittel replied while they pull the permits which was right now, they have already pulled the electric permit and the zoning permit. Until the permits were approved which was about a few weeks.

Mr. Orcutt stated that as they discussed, instead of replacing the generator that was there, they got it down to 125kw which is great for what we have now. That saved a lot of money.

Mr. Knittel stated that they still had plenty of room for expansion, on start-up it was pulling about 88kw of its 125kw capability.

Mr. Perez stated that Mr. Knittel said something that he did not understand, that they could only be down a couple of minutes?

Mr. Knittel replied correct, the flare and scrubber in our current Air Permit which is being updated, it has already been submitted and parts of it for two years. Air permits take a very long time.

Mr. Knittel stated that in that current air permit that he has to go by, has zero allowance for downtime. If that electric transfer isn't nearly instantaneous, and the flare and scrubber are turned off, the alarms would go off and it calls our cell phones, we come in and restart the system. If it is within a few minutes, we do not get a violation, if it is more than 20, 30 or 40 minutes we are obligated to notify the DEP and they can issue fines and violations. Which was very punitive and unreasonable.

Mr. Orcutt asked if that had happened, when the generator blew up.

Mr. Knittel stated that they had a rental generator installed the same day, that afternoon and that grid power was only out for a short time overnight.

Mr. Knittel stated that they did not notify the DEP because the outage was minimal. To be clear, in a public meeting, the flare was still running because we had street power. When the generator stator and windings blew up, they don't know exactly when it happened. They do know that there was a blink in power in the scale house when it was transferred from street power to generator then the transfer from generator to street power happened somewhere overnight. When they came in the next morning there were copper windings everywhere.

Mr. Orcutt stated that they needed to move along to A-2 Waste Disposal Fee Schedule.

Mrs. Banghart stated that they had to approve the ones in red.

Mr. Orcutt stated that this was a good time to talk about the waste flow coming in and what they were doing with the haulers. Also, who was coming in and who was not under the new contract.

Mr. Knittel stated that, we previously had three transfer stations coming here. We can start with the first one, Gaeta has other outlets that were cheaper in price, so they were not coming here, they did not sign. NTI also has cheaper outlets we are pretty far down on their list, but they do choose to bring

a load or two here and there. It used to be 4 or 5 trailers a day and now its down to 1 or 2 a week. Lemcor was the third transfer station, they did sign their contract, however they are in arrears past 60 days and they have been in arrears all of January and February, so they are not currently bringing tonnage but they are making an effort to pay down their outstanding balance. So in the finance report they could look at what was over 60 days.

This quickly became a discussion on the financial report and Lemcor. It was discussed that Lemcor thinks things will pick up soon, and they are making payments regularly, and they think that this slump is seasonal. It was also discussed that no transfer haulers were coming into the landfill except for a few NTI trucks.

Mr. Knittel stated that they had picked up another contract, Buldo container disposal, they have been coming and paying their bills. They have been a good customer so far.

Mr. Larsen asked what tier they were in. Mr. Knittel replied the highest tier for non-County haulers. There was a tier slightly better than that, but that was for Warren County haulers.

Mrs. Banghart stated that they were up to 20,000 tons.

Mr. Larsen stated, so they have a pretty good amount of volume coming in.

Mr. Knittel replied 14,000 to 20,000 and they seem to be on track for the 14,000 and they expect to be in the middle of that range once tonnage picks up.

Mr. Larsen stated so off the top of your head, their good for 20,000 and then asked that we lost how much?

Mr. Knittel replied that they lost 60,000.

Mr. Larsen stated that the deficit was 40,000ish.

Mr. Knittel replied that some of that 40,00 got picked up by Phillipsburg, last year they started in June through the end of the year. This year will be their first full year so we will pick up around 5,000 tons from them.

Mr. Orcutt asked about Covanta.

Mr. Knittel replied that Covanta was interested, but hadn't signed yet perhaps due to low tonnage availability this winter. When they wanted to sign, which they haven't, we agreed to terms, they sent it back, but it has been silence on that contract so far. They are apparently burning everything right now with no extra tonnage for us.

Mr. Orcutt asked about the ash increase, they were supposed to bring in more ash.

Mr. Knittel January, they brought way more ash than we could use for daily cover, so they were stockpiling that for future daily cover within the cell.

Mr. Orcutt asked if that would continue.

Mr. Knittel stated that it could, but at some point, we will be landfilling some ash, instead of using it for daily cover. At that point we are using up airspace at \$22.00 a ton.

Mr. Orcutt asked, can we stockpile it outside of Cell-7. (stockpiling ash outside of any cell is not allowed).

Mr. Knittel replied that there will come a time when we cannot stockpile it within Cell 7 without burying some of it as low dollar air space usage.

Mr. Knittel stated that they could balance the budget using ash but our dollars-to-airspace would significantly drop from the \$60's into the \$50's then into the \$40's per ton, so this would not be the best use of airspace per dollar.

Mr. Knittel stated that at this point compared to last year at this time, we are down a couple hundred thousand a month. They could handle this financially for quite a period of time, we will wait to see if there was an improvement in the weather to see how tonnage picks up.

Mr. Orcutt asked if there were any changes or questions on the Electronics Recycling Program, Tire Recycling or Single Stream Recycling programs.

Mrs. Banghart stated that they had to make a motion on A-2

Mr. Orcutt stated that he needed a motion on A-2 the Waste Disposal Fee Schedule

Mr. Accetturo stated that he would make a motion to approve
Mr. Perez stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Knittel stated that A-3, 4 and 5 are our recycling programs, we try to keep those as a sort of revenue appropriations neutral balance. Through recycling grants that we get back from the State, through the County through Dave Dech. Last year we did not receive all of our recycling enhancement act money back from the County. They were still working on that on. As they get last years revenue from monies that we have paid into, its more like a refund

After a bit of discussion it was said that the PCFA was down to one HHW event per year. They were \$30,000 to \$40,000 each event. That was not only based on finance but also on the amount of customers that show up. We were down to about 300 vehicle's per event, we will put up the flyer once its approved.

Mr. Knittel stated that we would get the flyer up on our web page in the next day or so. We would like to also encourage municipalities to also place our flyer on their web pages. This year perhaps we could give each municipality a call personally to get that flyer on their web pages. This may get the usage up.

There was a quick discussion regarding the recycling programs and the HHW event and how much it costs and how many people could/should attend. There were questions on who we use and if it were co-op or not.

GENERAL COUNSEL

Mr. Orcutt asked Mr. Tipton if he had anything else.
Mr. Tipton replied that he did not.

OTHER BUSINESS

Mr. Orcutt asked if there were any other business.

Mr. Orcutt stated that he had something that he wanted everyone to think about. He had been talking to the County a little about this, in order to maintain our mission to helping Warren County there has been some discussion about:

We (the PCFA) take some funds at some point, somehow and buy a Street Sweeper that could be used by all of the municipalities. We would not operate it, the County would provide the operator, and they would provide the scheduling. They would sweep roads for municipalities and we would buy the sweeper or two he does not know what they cost.

Mr. Knittel replied oh ok, they would have to sweep here too.

Mr. Orcutt stated that first of all, all of the towns had to go to tier one in the County now for stormwater runoff, so the new tier one stuff in all the municipalities was a big deal. It's a whole different ball game for the street sweeping. That kicks in next year, and some of the towns are having a talk about buying street sweeper which is just ridiculous, the efficiency of owning and maintaining a street sweeper and you do it four times a year is just ridiculous. So, we will talk about this again, under capital.

Mr. Knittel replied that he would definitely add it to the list of capital investments.

Mr. Orcutt replied that this is even better, we just have to buy it, the County will run it.

Mr. Knittel replied interesting, so there is one other thing on other business, but please finish.

Mr. Accetturo stated that everyone wants to use them at the same time.

Mr. Orcutt stated that was the County's job, let them figure it out.

Mr. Orcutt stated that they do that now with equipment but they don't provide operators.

Mr. Larsen stated that those machines were very expensive almost \$400,000.00 they were also very expensive to maintain.

Mr. Orcutt replied again that would be all them, you buy it and hand them the keys, they take care of it.

Mr. Perez asked who would maintain it.

Mr. Orcutt stated that we would, we would have the mechanics maintain it. Then they get to say to the Public and County "look what the landfill is doing."

Mr. Knittel stated that the County administrator read our minutes as he normally does, and he made some suggestions to us about gasoline and diesel purchases. The County purchases gasoline generally at \$1.00 per gallon less than the pump price for unleaded regular. We consume about 2500 gallons per year so we could save approximately \$2,500.00. if the system is so set up that they have key fobs that could identify our cans that come back for our equipment and a couple vehicles that are street-worthy. Then the key fobs would track our usage therefore differentiating our usage from the County's.

Mr. Knittel stated that he did not know the locations of those facilities, Mr. Lazorisak mentioned that there was one local in Oxford. That could be \$2,500.00 a year in savings, if it could be tracked efficiently.

There was a quick discussion among the Board regarding the pros and cons of using County's gas. They also discussed the benefits of utilizing their diesel fuel sources, which could add up to a substantial savings. With the diesel they would be delivering here at the landfill which would make this option very appealing. And the invoicing process would be much easier on both sides for fuel delivery to PCFA every two weeks (about 1,000 gallons per week usage).

They continued discussing the pros and cons for the gas and diesel and what kind of a deal that we currently get versus the County's.

The Board stated that they would leave that decision up to the Director and the County.

Mrs. Banghart stated that she had one more thing, the newly updated meeting schedule. Mr. Orcutt stated that that brings us to the fact that he just was appointed to the Delaware River Joint Toll Bridge Commission, which was all good except the meetings are every fourth Monday at 10:30 am. He stated that they have some of our meetings scheduled for the third Monday anyway, could we just do the third Monday for all of them.

There was a quick discussion regarding the meeting change, and the Board asked if they needed a motion.

Mrs. Banghart stated that the next meeting would be on March 17th 2025.

Mr. Orcutt made a motion to change the meetings from the fourth Monday of the month to the third Monday.

Mr. Perez stated that he would second the motion.

Mr. Orcutt asked all in favor say aye.

ROLL CALL:	Mr. Larsen	- Aye
	Mr. Orcutt	- Aye
	Mr. Perez	- Aye
	Mr. Accetturo	- Aye

Mr. Orcutt asked all opposed, motion carried unanimously.

EXECUTIVE SESSION

Mr. Orcutt asked Mr. Tipton if there was a need for executive session.

Mr. Tipton replied no.

ADJOURNMENT

Mr. Orcutt asked before they make a motion to adjourn, does anyone have anything else to bring up?

Mr. Knittel asked if they needed a motion to pursue the discounted diesel with the County.

Mr. Orcutt stated that he would need a motion to have the Director implement the diesel plan to the fullest extent.

Mr. Accetturo stated that he would make the motion.

Mr. Perez stated that he would second the motion.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Orcutt	-	Yes
	Mr. Perez	-	Yes
	Mr. Accetturo	-	Yes

Mr. Orcutt asked if there was anything else, or he would call for a motion for adjournment.

Mr. Accetturo stated that he would make a motion to adjourn.

Mr. Larsen stated that he would second the motion.

Mr. Orcutt asked all in favor say aye.

ROLL CALL:	Mr. Larsen	-	Aye
	Mr. Orcutt	-	Aye
	Mr. Perez	-	Aye
	Mr. Accetturo	-	Aye

Mr. Orcutt asked all opposed, motion carried unanimously.

*****Meeting was adjourned at approximately 10:43
am***

Respectfully submitted by:

Mariann Cliff
Recording Secretary

Approved: