

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

NOTICE

The next Regular Meeting of the Northwest Bergen County Utilities Authority will be held on Tuesday, July 25, 2017 immediately following the Work Session at 7:00 pm, in the offices of the Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey. Formal action will be taken.

July 19, 2017

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

REGULAR MEETING

July 25, 2017

1. Meeting called to Order
2. Chairman's statement in accordance with C. 231, PL 1975
3. Roll Call
4. Salute to the Flag
5. Chairman's Remarks
6. Closed Session to discuss salary and monetary compensation for Non-Collective Bargaining Unit Employees
7. Approval of Minutes – Regular Meeting – June 20, 2017
8. Public Comments (any subject)
9. Consideration for approval list of Resolutions attached dated July 25, 2017
10. Reports of Committees
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Strategic Plan Subcommittee
 - f. Buildings and Grounds Committee
 - g. Safety and Security Committee
11. Report of Treasurer.
12. Report of Counsel.
13. Report of Engineer.
14. Report of Executive Director.
15. Report of Superintendent.
16. Old Business.
17. New Business.
18. Public Comments (on subjects 5 through 17).
19. Adjournment.

Revised July 25, 2017

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

LIST OF RESOLUTIONS REGULAR MEETING July 25, 2017

RESOLUTIONS

- 49-2017 Approval of Vouchers, Payroll and Tax Deposits
- 50-2017 Cancellation of August 2017 Meetings
- 51-2017 Authorization to Award Contract No. 274 – 2017 Wastewater Treatment Plant Security Improvements
- 52-2017 Proposed Sanitary Sewer Extension – 363 Smith Place, Block 436, Lot 19.01, 19.02 & 20.01, Township of Wyckoff
- 53-2017 Resolution Authorizing the Purchase of Energy Generation Services for Public Use on an Online Auction Website
- 54-2017 Resolution of the Governing Body of the Northwest Bergen County utilities Authority authorizing Emergency Spending to Repair Damaged Sewage Pipe

MOTIONS

- 17-04 Motion to authorize Eric Bernstein, Esq. to prepare a Collective Bargaining Agreement

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. CS-JULY-2017

Date: July 25, 2017

**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN
COUNTY UTILITIES AUTHORITY TO ENTER CLOSED SESSION PURSUANT
TO THE OPEN PUBLIC MEETINGS ACT**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 to 10:4-21, requires that meetings of public bodies shall be open to the public at all times, except that the public body may exclude the public only from that portion of a meeting at which the public body discusses matters set forth in N.J.S.A. 10:4-12b; and

WHEREAS, the Northwest Bergen County Utilities Authority (“Authority”) Board of Commissioners intends to hold a closed meeting on the following subject matters which are authorized by N.J.S.A. 10:4-12b:

Salaries and monetary compensation for non-union employees.

NOW, THEREFORE, BE IT RESOLVED by the Authority’s Board of Commissioners, that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority’s Governing Body shall meet in closed session on July 25, 2017, to discuss the above-referenced matters.
3. The minutes, or parts thereof, of the closed session discussion may be disclosed to the public upon the determination by the Board of Commissioners that the public interest will no longer be served by such confidentiality.
4. This Resolution shall be effective immediately.

ADOPTED: July 25, 2017

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. CS-JULY-2017

Date: July 25, 2017

**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN
COUNTY UTILITIES AUTHORITY TO ENTER CLOSED SESSION PURSUANT
TO THE OPEN PUBLIC MEETINGS ACT**

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on July 25, 2017.

**MICHAEL KASPARIAN
CHAIRMAN**

**ALISON GORDON
SECRETARY**

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelاهر	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 49-2017

Date: July 25, 2017

APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

WHEREAS, the Northwest Bergen County Utilities Authority has received vouchers in claim for payment of materials supplied and/or rendered; and

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and

WHEREAS, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pensions & Benefits transfers for the month of June 2017 and Health Benefits and Dental Benefits transfers for July 2017; and

WHEREAS, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pensions and Benefits, and Health and Dental Benefits transfers listing on the attached reports and have found them to be in order.

NOW, THEREFORE, BE IT RESOLVED,

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that all vouchers, payroll transfers, payroll tax deposits, Pensions & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated July 25, 2017 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$191,191.18

ACCOUNT: Tax Deposit Account
Total: \$91,089.91

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$108,384.26

ACCOUNT: Health Benefits Contribution Employee
Total: \$13,499.85

ACCOUNT: Dental Benefits
Total Transfer: \$4,291.76

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 49-2017

Date: July 25, 2017

APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$34,144.11

ACCOUNT: Defined Contribution Retirement Program – Employer
Total Transfer: \$12.50

ACCOUNT: Defined Contribution Retirement Program – Employee
Total Transfer: \$22.92

ACCOUNT: Operating Account
Total: \$321,400.44

ACCOUNT: General Improvement Account
Total: \$196,249.13

ACCOUNT: 2015 WWT Project Account
Total: \$4,664.82

SECRETARY

CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelاهر	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 50-2017

Date: July 25, 2017

CANCELLATION OF AUGUST MEETINGS

WHEREAS, it has been determined by the Commissioners of the Northwest Bergen County Utilities Authority (the “Authority”) that no meetings of the Commissioners will be held during the month of August, 2017; and

WHEREAS, the Authority’s bills are approved for payment at its monthly meeting and the Authority has a need to provide for the consistent and regular payment of its bills for the month of August; and

WHEREAS, the Commissioners wish to provide a mechanism for the payment of August bills as set forth below.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the Northwest Bergen County Utilities Authority direct the Executive Director and Administrative Assistant to prepare the bill list (including but not necessarily limited to payroll, tax deposits, health benefits contributions, dental benefits, PERS and Contributory Insurance, DCRP contributions, operating account, general improvement account and the 2015 Wastewater Trust account) in the ordinary course for payment and circulate such list to each Commissioner by August 4, 2017; and

BE IT FURTHER RESOLVED, that unless any Commissioner has an objection to a specific payment or requires further discussion on payment of a bill(s), then such bill(s) shall be excluded from payment and the Commissioners authorize payment of the remainder bills on or after August 15, 2017.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 50-2017

Date: July 25, 2017

CANCELLATION OF AUGUST MEETINGS

It is hereby certified that this is a true copy of a Resolution adopted by the Northwest Bergen Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a meeting held on July 25, 2017.

CHAIRMAN

SECRETARY

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelاهر	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 51-2017

Date: July 17, 2017

AUTHORIZATION TO AWARD CONTRACT NO. 274 – 2017 WASTEWATER TREATMENT PLANT SECURITY IMPROVEMENTS

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Northwest Bergen County Utilities Authority (the “Authority”) solicited bid proposals in connection with Contract No. 274 – 2017 Wastewater Treatment Plant Security Improvements; and

WHEREAS, the following bid proposals were received by the Authority on July 12, 2017 for Contract No. 274:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Persistent Construction	\$155,784.00
J. Fletcher Creamer & Son, Inc.	\$142,850.00
D&L Paving Contractors, Inc.	\$100,150.00

WHEREAS, the Authority’s Consulting Engineer and General Counsel have reviewed the bid proposals and have recommended that D&L Paving Contractors, Inc. be awarded Contract No. 274 in accordance with N.J.S.A. 40:11-1 et. seq., as the lowest complying and responsible bidder; and

WHEREAS, the Authority has determined that D&L Paving Contractors, Inc. is the lowest complying and responsible bidder for Contract No. 274 in accordance with N.J.S.A. 40A:11-1 et. seq.; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available for the award of Contract No. 274.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Northwest Bergen County Utilities Authority as follows:

1. D&L Paving Contractors, Inc. shall be and is hereby determined to be the lowest complying and responsible bidder for Contract No. 274 – Wastewater Treatment Plant Security Improvements for a total sum of \$100,150.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 51-2017

Date: July 17, 2017

AUTHORIZATION TO AWARD CONTRACT NO. 274 – 2017 WASTEWATER TREATMENT PLANT SECURITY IMPROVEMENTS

2. The Chairman or Vice-Chairman of the Authority shall be and hereby is authorized to execute a contract with D&L Paving Contractors, Inc. of 675 Franklin Avenue, Nutley, NJ 07110.
3. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1 et. seq.
4. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of award of this Contract to D&L Paving Contractors, Inc. in the total sum of \$100,150.00 shall be published in accordance with applicable law.
6. A copy of this Resolution and Contract, upon execution by D&L Paving Contractors, Inc. and the Authority shall be placed on file in the office of the Executive Director and be made available for public inspection.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on July 25, 2017.

CHAIRMAN

SECRETARY

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Lo Iacono	Kelahr	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

CERTIFICATION OF AVAILABILITY OF FUNDS

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

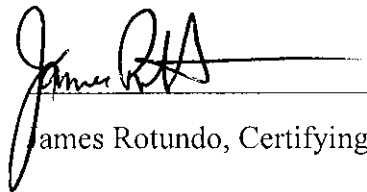
CONTRACT NO.: Contract No. 274 – 2017 Wastewater Treatment Plant Security Improvements

VENDOR: D&L Paving Contractors, Inc.

AMOUNT: \$100,150

ACCOUNT NO.: 7000-6610 Capital Improvements

Date: 7/18/17


James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 52-2017

Date: July 25, 2017

**PROPOSED SANITARY SEWER EXTENSION
363 SMITH PLACE
BLOCK 436 LOT 19.01, 19.02 & 20.01
TOWNSHIP OF WYCKOFF, NEW JERSEY**

WHEREAS, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the “Authority”) by RS Builders, LLC on behalf of the Township of Wyckoff (hereinafter referred to as the “Applicant”) for approval of a proposed sanitary sewer extension to be located at 363 Smith Place in the Township of Wyckoff (hereinafter referred to as the “Project”); and

WHEREAS, the Project proposes to provide sanitary sewer service to four (4) proposed single family dwellings in the Township of Wyckoff; and

WHEREAS, the Authority’s technical advisor has reviewed the application and the documents and drawings submitted in support thereof and, by memorandum dated July 6, 2017 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions; and

WHEREAS, finding that when completed, the average daily flow from the Project will be 1,200 gallons per day (gpd) and 4 additional residential EDUs will become tributary to the Authority’s system from the Township of Wyckoff.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application made by RS Builders, LLC on behalf of the Township of Wyckoff for a proposed sanitary sewer extension to be located 363 Smith Place in the Township of Wyckoff be approved upon the condition that the Applicant, its principals, agents, successors or assigns fulfill the following terms and conditions:

1. The construction shall conform to all applicable requirements of Township of Wyckoff;
2. The installation of the sewers and appurtenances be inspected and approved by the Township of Wyckoff;

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 52-2017

Date: July 25, 2017

**PROPOSED SANITARY SEWER EXTENSION
363 SMITH PLACE
BLOCK 436 LOT 19.01, 19.02 & 20.01
TOWNSHIP OF WYCKOFF, NEW JERSEY**

3. That all newly constructed sewers be tested for infiltration and exfiltration and that such testing be observed and the results approved by an Authority engineer who has been provided with 2 days notice of such testing;
4. That the Applicant pay for engineering expenses incurred by the Authority for all inspection and testing of the sewers and appurtenances;
5. That the Applicant pay for all Authority application fees, legal fees and other application, administrative, technical or any other expenses relating to review of the Project;
6. That any manholes constructed or modified by reason of this Project be fitted with sewer guards to prevent inflow. All manholes constructed must be installed with all required waterproofing measures, including exterior painting and pipe gasket interlock;
7. That water conserving plumbing fixtures be installed in all new building construction to be serviced by the Project;
8. That the Authority be notified by the Applicant or its designee prior to commencement of sanitary sewer installation;
9. That prior to placing this connection into service, the Applicant must submit to the Authority for approval NJDEP Form WQM-005; and
10. That the Applicant comply with the rules and regulations of the Authority and the New Jersey Department of Environmental Protection; and be it

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 52-2017

Date: July 25, 2017

**PROPOSED SANITARY SEWER EXTENSION
363 SMITH PLACE
BLOCK 436 LOT 19.01, 19.02 & 20.01
TOWNSHIP OF WYCKOFF, NEW JERSEY**

FURTHER RESOLVED, that upon written assurance of fulfillment by the Applicant of the foregoing terms and conditions, the Authority Superintendent be and is herewith authorized on behalf of the Authority to execute such approvals of the Project as may be required by governmental agencies having jurisdiction thereover.

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on July 25, 2017.

CHAIRMAN

SECRETARY

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Lo Iacono	Kelاهر	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 53-2017

Date: July 25, 2017

RESOLUTION AUTHORIZING THE PURCHASE OF ENERGY GENERATION SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the annual budget for electricity use by the Authority is approximately \$1.3 million; and

WHEREAS, the Local Unit Electronic Technology Pilot Program and Study Act (P.L. 201c30) provides an exception to New Jersey's Public Bid Law allowing the Authority to forego traditional RFQs when purchasing electricity and to purchase electricity through an online reverse auction process in order to reduce cost; and

WHEREAS, The NJ Department of Community Affairs has approved EMEX, LLC of Houston, TX as a vendor to offer its reverse auction platform to NJ local contracting units for the purchase of energy generation services; and

WHEREAS, the Authority has previously participated in such auctions and has been purchasing electric power at a fixed price for the past 24 months; and

WHEREAS, the Authority has experienced significant savings during this period, and

WHEREAS, the Northwest Bergen County Utilities Authority again plans to utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, the auction will be conducted pursuant to the Act.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the staff is authorized to participate in an online reverse auction for the purpose of purchasing electricity from third party suppliers for use by the Authority; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 53-2017

Date: July 25, 2017

RESOLUTION AUTHORIZING THE PURCHASE OF ENERGY GENERATION SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

FURTHER RESOLVED, that the Executive Director is authorized to execute the necessary Energy Sales Agreement(s) providing the auctions result in an acceptable savings in electrical power costs to the Authority; and

FURTHER RESOLVED, that the Secretary is hereby directed to cause notice of the auction results to be published as required by law.

It is hereby certified that this is a true copy of a Resolution adopted by the Northwest Bergen Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a meeting held on July 25, 2017.

CHAIRMAN

SECRETARY

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelاهر	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 54-2017

Date: July 25, 2017

RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING TO REPAIR DAMAGED SEWAGE PIPE

WHEREAS, the Northwest Bergen County Utilities Authority ("Authority") discovered a 20 foot section of sewage pipe that the Authority uses to service certain member municipalities has disintegrated; and

WHEREAS, Authority's Engineer has determined that there is a high risk of this sewage line collapsing if it is not repaired immediately; and

WHEREAS, a collapse of this sewage line would threaten the health, safety and welfare of the public; and

WHEREAS, the Authority's Engineer has thus concluded that an emergency condition exists and recommended that this section of sewage line be repaired immediately; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority, as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority is hereby authorized to immediately solicit quotes and award an emergency contract, pursuant to N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1, to perform the required repairs to the damaged sewage line
3. The Authority is directed to file an "Emergency Procurement Report" with the Director of the Division of Local Government Services within 30 days of the award of the contract, and to comply with all other requirements set forth in N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1.
4. This Resolution shall be effective immediately.

ADOPTED: July 25, 2017

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 54-2017

Date: July 25, 2017

RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING TO REPAIR DAMAGED SEWAGE PIPE

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on July 25, 2017.

MICHAEL KASPARIAN
CHAIRMAN

ALISON GORDON
SECRETARY

Approved as to Legal Form:
Chasan Leyner & Lamparello, PC
General Counsel
Northwest Bergen County Utilities Authority

By: _____
JOSEPH A. GARCIA, ESQ.

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelaheer	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									