

# **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 21, 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. Approval of Minutes – Regular Meeting – June 20, 2017
7. Public Comments (any subject)
8. Consideration for approval list of Resolutions attached dated July 25, 2017
9. 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
10. Report of Treasurer.
11. Report of Counsel.
12. Report of Engineer.
13. Report of Executive Director.
14. Report of Superintendent.
15. Old Business.
16. New Business.
17. Public Comments (on subjects 5 through 16).
18. Adjournment.

July 21, 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                   |
| 55-2017 | Resolution of the Governing Body of the Northwest Bergen County Utilities Authority authorizing Salary Adjustments for Certain Non-Collective Bargaining Employees |

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 49-2017**

**Date: July 25, 2017**

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**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**

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**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

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SECRETARY

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CHAIRMAN

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 50-2017**

**Date: July 25, 2017**

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**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**

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**RESOLUTION**

**No. 50-2017**

**Date: July 25, 2017**

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**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.

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CHAIRMAN

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SECRETARY

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 51-2017**

**Date: July 17, 2017**

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**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><b>BIDDER</b></u>	<u><b>BID AMOUNT</b></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**

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**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.

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**CHAIRMAN**

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**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:

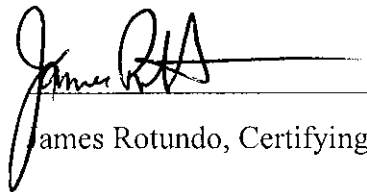
**CONTRACT NO.:** Contract No. 274 – 2017 Wastewater Treatment Plant Security Improvements

**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**

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**RESOLUTION**

**No. 52-2017**

**Date: July 25, 2017**

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**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**

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**RESOLUTION**

**No. 52-2017**

**Date: July 25, 2017**

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**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**

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**RESOLUTION**

**No. 52-2017**

**Date: July 25, 2017**

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**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.

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CHAIRMAN

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SECRETARY

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 53-2017**

**Date: July 25, 2017**

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**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](http://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**

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**RESOLUTION**

**NO. 53-2017**

**Date: July 25, 2017**

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**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.

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CHAIRMAN

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SECRETARY

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2017**

**Date: July 25, 2017**

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**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**

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**RESOLUTION**

**No. 54-2017**

**Date: July 25, 2017**

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**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.

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**MICHAEL KASPARIAN**  
**CHAIRMAN**

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**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									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 55-2017**

**Date: July 25, 2017**

---

**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING SALARY ADJUSTMENTS FOR CERTAIN NON-COLLECTIVE BARGAINING EMPLOYEES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (“Authority”) is a public body corporate and politic of the State of New Jersey incorporated pursuant to N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:14B-18, the Authority may appoint and employ managerial personnel, professional employees, secretaries and other personnel as it may determine are necessary for its efficient operations and may determine their duties and compensation; and

**WHEREAS**, the Executive Director submitted to the Personnel Committee salary recommendations for certain non-collective bargaining unit employees; and

**WHEREAS**, the Personnel Committee has recommended that a salary increase be granted to certain non-collective bargaining unit employees, which salary and resulting salary levels are set forth in Exhibit A attached hereto; and

**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 salary increases set forth in Exhibit A attached hereto be and hereby are granted to the non-collective bargaining units employees referenced therein.
3. The salary increases set forth in Exhibit A attached hereto shall take effect on July 31, 2017.

**ADOPTED:** July 25, 2017

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 55-2017**

**Date: July 25, 2017**

---

**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING SALARY ADJUSTMENTS FOR CERTAIN NON-COLLECTIVE BARGAINING EMPLOYEES**

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.

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**MICHAEL KASPARIAN**  
**CHAIRMAN**

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**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	Kelaher	Lo Iacono	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									