

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

NOTICE

The next Regular Meeting of the Northwest Bergen County Utilities Authority will be held on Tuesday May 20, 2014 immediately following the Work Session and Public Hearing at 7:00 pm, in the offices of the Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey.

May 16, 2014

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

REGULAR MEETING May 20, 2014

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 – April 16, 2014.
7. Public Comments (any subject).
8. Consideration for approval list of Resolutions attached dated May 20, 2014.
9. Reports of Committees.
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Buildings and Grounds
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.

May 16, 2014

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

LIST OF RESOLUTIONS
REGULAR MEETING
May 20, 2014

- | | |
|---------|---|
| 53-2014 | Approval of vouchers, payroll and tax deposits |
| 54-2014 | Certification of Audit |
| 55-2014 | Accept Audit |
| 56-2014 | Award of Contract No. 265 – IDI Heat Exchanger Ductwork Repairs |
| 57-2014 | Proposed Sanitary Sewer Extension – 85 East Mahwah Road & Stuart Lane, Mahwah, NJ |
| 58-2014 | Reappointment of Executive Director |

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 53-2014

Date: May 20, 2014

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 April 2014 and Health Benefits and Dental Benefits transfers for May 2014; 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 May 20, 2014 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$249,807.88

ACCOUNT: Tax Deposit Account
Total: \$140,301.20

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$103,861.60

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,164.65

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 53-2014

Date: May 20, 2014

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

ACCOUNT: Dental Benefits
Total Transfer: \$4,310.64

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$28,846.08

ACCOUNT: DCRP – Employer – April 2014
Total Transfer: \$12.50

ACCOUNT: DCRP – Employee – April 2014
Total Transfer: \$22.92

ACCOUNT: Operating Account
Total: \$470,147.67

ACCOUNT: General Improvement Account
Total: \$71,510.54

ACCOUNT: 2012 WWT Project Account
Total: \$20,539.99

SECRETARY

CHAIRMAN

	DaPuzzo	DePhillips	Gabbert	Kasparian	Kelاهر	Plumley	Salazer	Chewcaskie
Offered								
Seconded								
Ayes								
Nayes								
Absent								
Abstain								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 54-2014

Date: May 20, 2014

CERTIFICATION OF AUDIT

RESOLVED,

The Commissioners of the Northwest Bergen County Utilities Authority reviewed, discussed and considered the Resolution entitled:

RESOLUTION CERTIFYING TO THE LOCAL FINANCE BOARD OF THE STATE OF NEW JERSEY THAT EACH COMMISSIONER HAS PERSONALLY REVIEWED THE ANNUAL AUDIT REPORT FOR THE FISCAL YEAR ENDED DECEMBER 2013 AND SPECIFICALLY HAS REVIEWED THE SECTION OF THE AUDIT REPORT ENTITLED "GENERAL COMMENTS" AND "RECOMMENDATIONS" AND HAS EVIDENCED SAME BY GROUP AFFIDAVIT IN THE FORM PRESCRIBED BY THE LOCAL FINANCE BOARD.

CHAIRMAN

SECRETARY

	DaPuzzo	DePhillips	Gabbert	Kasparian	Kelahr	Plumley	Salazer	Chewcaskie
Offered								
Seconded								
Ayes								
Nays								
Absent								
Abstain								

RESOLUTION

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 2013 has been completed and filed with the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY** PURSUANT TO N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY** hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended **DECEMBER 2013** and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTIONS PASSED AT THE MEETING HELD ON MAY 20, 2014.

SECRETARY

May 20, 2014

DATE

**LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD**

AUDIT REVIEW CERTIFICATE

We the members of the governing body of the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 2013, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

PRINT

SIGNATURES

Brian Chewcaskie

Michael Kasparian

John DaPuzzo

Christopher DePhillips

Kenneth Gabbert

Frank Kelaher

Marion Plumley

Elizabeth Salazer

Sworn to and subscribed before me

this _____ day of May 2014

Notary Public of New Jersey

IMPORTANT: Signatures must be original. Photocopies not accepted.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 55-2014

Date: May 20, 2014

ACCEPT AUDIT

WHEREAS, Lerch, Vinci & Higgins, LLP, has prepared and submitted the Annual Audit Report of the Northwest Bergen County Utilities Authority for the year ending December 31, 2013; and

WHEREAS, the Commissioners of the Northwest Bergen County Utilities Authority have reviewed the Audit Report and have found it to be in order; and

WHEREAS, the Commissioners find that it is in the best interest of the Northwest Bergen County Utilities Authority to accept the Audit Report as submitted.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the Audit Report for the year ending December 31, 2013 prepared by Lerch, Vinci & Higgins, LLP, be and the same hereby is accepted as submitted and that the Secretary of the Authority be and she hereby is authorized to distribute same on behalf of the Authority; and be it

FURTHER RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the Secretary of the Authority is hereby directed to publish the synopsis and recommendations of this audit, as prepared by Lerch, Vinci & Higgins, LLP, within thirty (30) days from receipt as required by law.

CHAIRMAN

SECRETARY

	DaPuzzo	DePhillips	Gabbert	Kasparian	Kelaher	Plumley	Salazer	Chewcaskie
Offered								
Seconded								
Ayes								
Nayes								
Absent								
Abstain								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 57-2014

Date: May 20, 2014

**PROPOSED SANITARY SEWER EXTENSION – TOWNSHIP OF MAHWAH
85 EAST MAHWAH ROAD & SHUART LANE
TOWNSHIP OF MAHWAH, NEW JERSEY**

WHEREAS, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the “Authority”) on behalf of the Township of Mahwah (hereinafter referred to as the “Applicant”) for approval of a proposed sanitary sewer extension to be located at Block 78, Lots 17 & 22 in the Township of Mahwah, New Jersey (the “Project”); and

WHEREAS, the Project proposes to provide sanitary sewer service to four existing single-family homes in the Township of Mahwah; and

WHEREAS, the Authority technical advisor has reviewed the application and the documents and drawings submitted in support thereof and, by memorandum dated May 5, 2014 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions, finding that when completed, the Project will contribute an average daily flow of 1,200 gallons, or 4 additional residential EDUs to the Authority’s systems; and

WHEREAS, it is recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions by the Applicant; and

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application of the Township of Mahwah for approval of a proposed sanitary sewer extension to be located at Block 78, Lots 17 & 22 in the Township of Mahwah, New Jersey be approved upon 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 the Township of Mahwah;
2. The installation of the sewers and appurtenances be inspected and approved by the Township of Mahwah;

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 57-2014

Date: May 20, 2014

**PROPOSED SANITARY SEWER EXTENSION – TOWNSHIP OF MAHWAH
85 EAST MAHWAH ROAD & SHUART LANE
TOWNSHIP OF MAHWAH, 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. 57-2014

Date: May 20, 2014

**PROPOSED SANITARY SEWER EXTENSION – TOWNSHIP OF MAHWAH
85 EAST MAHWAH ROAD & SHUART LANE
TOWNSHIP OF MAHWAH, 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.

CHAIRMAN

SECRETARY

	DaPuzzo	DePhillips	Gabbert	Kasparian	Kelaheer	Plumley	Salazer	Chewcaskie
Offered								
Seconded								
Ayes								
Nayes								
Absent								
Abstain								