

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

PLEASE TAKE NOTICE the Northwest Bergen County Utilities Authority does hereby notify the public that the Work Session, Public Hearing regarding the 2023 Service Charges and the Regular Meeting scheduled for Tuesday, January 10, 2023 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. Formal action will be taken. The agendas will be placed on the Authority website, nbcua.com, at least 48 hours prior to the meeting.

Northwest Bergen County
Utilities Authority

January 6, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REGULAR MEETING January 10, 2023

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
 - a. Appointment of the Nominating Committee
5. Approval of Minutes
 - a. Regular Meeting – December 13, 2022
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated January 10, 2023
8. Report 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
9. Report of Treasurer
10. Report of General Counsel
11. Report of Consulting Engineer
12. Report of Executive Director
13. Report of Authority Engineer
14. Report of Superintendent
15. Old Business
16. New Business
17. Public Comments (on subjects 4 through 16)
18. Adjournment

January 10, 2023

January 10, 2023

CONSENT AGENDA

RESOLUTIONS

- 02-2023 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 03-2023 Designation of the Public Agency Compliance Officer for 2023
- 04-2023 Authorization to Renew a Shared Services Agreement with the Borough of Emerson
- 05-2023 Authorizing NBCUA to approve a Sewer Connection Application with 37 Island Road for 20 and 22 Mountain Ave, Mahwah New Jersey Sewer Connection

Rev. January 5, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 02-2023

Date: January, 10, 2023

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 December 2022 and Health Benefits and Dental Benefits transfers for January 2023; 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 listed 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 January 10, 2023 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$319,634.51

ACCOUNT: Tax Deposit Account
Total: \$145,286.60

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$113,040.40

ACCOUNT: Health Benefits Contribution Employee
Total: \$35,908.77

ACCOUNT: Dental Benefits
Total Transfer: \$4,404.07

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$31,360.75

ACCOUNT: Operating Account
Total: \$669,183.44

ACCOUNT: General Improvement Account
Total: \$157,771.72

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

MICHAEL KASPARIAN, CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 02-2022

Date: January 10, 2023

DESIGNATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER FOR 2023

WHEREAS, the Law Against Discrimination, Public Law 1973, Chapter 127, requires affirmative action in the performance of contracts which receive funding from the State of New Jersey; and

WHEREAS, recent amendments to the regulation implementing the Law Against Discrimination require that every public agency annually designate an officer or employee to serve as the Public Agency Compliance Officer who shall be responsible for ensuring the agency’s compliance with the applicable regulation and who shall perform liaison and assistance functions as may be requested by the Affirmative Action Office of the Department of the Treasury of the State of New Jersey; and

WHEREAS, the Northwest Bergen County Utilities Authority is a public agency as defined by the regulations.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that Robert Genetelli be and he is hereby designated as the Public Agency Compliance Officer for the period January 1, 2023 through December 31, 2023.

MICHAEL KASPARIAN, CHAIRMAN

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

Recorded Vote:

	Bonagura	Jordan	Kelاهر	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 04-2020

Date: January 10, 2022

AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF EMERSON

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of municipal services; and

WHEREAS, the State of New Jersey authorizes entering into such agreements for shared services pursuant to NJSA 40A:65-1 et. seq.; and

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") and the Borough of Emerson (the "Borough") had entered into A Shared Services Agreement on January 1, 2021 with a termination date of December 31, 2022 for the services of monthly monitoring of the Borough's two (2) waste water pump stations as well as the performance of repairs, corrective actions and response to pump station alarms, 24 hours a day, 365 days per year and the semi-annual cleaning of the two (2) wastewater pump stations utilizing a sewer jet-vac truck; and

WHEREAS, the Borough has adopted its Resolution No. 292-22 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

WHEREAS, the Authority desires to enter into this agreement with the Borough for a duration of two (2) years commencing January 1, 2023 subject to the terms and conditions set forth in said agreement attached hereto.

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

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Emerson for a duration of two (2) years commencing January 1, 2023 for the services of monthly monitoring of the Borough's two (2) waste water pump stations as well as the performance of repairs, corrective actions and response to pump station alarms, 24 hours a day, 365 days per year and the semi-annual cleaning of the two (2) wastewater pump stations utilizing a sewer jet-vac truck.
2. The Executive Director of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Emerson annexed hereto and made a part thereof.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on January 10, 2023.

 DOUGLAS M. BERN, ESQ.
 ASSISTANT SECRETARY

 MICHAEL KASPARIAN, CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 5-2023

Date: January 10, 2023

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH 37 ISLAND ROAD, MAHWAH, LLC
FOR THE 20 AND 22 MOUNTAIN AVENUE, MAHWAH, NEW JERSEY
SEWER CONNECTION**

WHEREAS, the Northwest Bergen County Utilities Authority (the “NBCUA”) has previously determined the need for and facilitated the construction of sanitary sewer lines within the Borough of Mahwah (the “Borough”); and

WHEREAS, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of sanitary and other waste waters arising within the boundaries of the Borough of Mahwah; and

WHEREAS, the NBCUA has received a Sewer Connection Application from 37 Island Road, Mahwah, LLC regarding 20 and 22 Mountain Avenue, Mahwah, New Jersey (proposed two (2) single family residences) who is desirous of collaborating with the Borough of Mahwah for the connection to an existing Borough of Mahwah sanitary sewer located Mountain Avenue. The proposed connection/extension is designed to provide sanitary sewer service to a proposed two (2) single family residences. The proposed connection will involve constructing approximately 112 linear feet of 8-inch PVC sewer main, one (1) manhole, modification of an existing manhole and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of 20 and 22 Mountain Avenue of the Borough of Mahwah and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of 600 gallons per day (GPD). Based on this projection, two (2) additional residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from the Borough of Mahwah, (“Project”); and

WHEREAS, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on December 14, 2022, to the Interim Executive Director and NBCUA’s General Counsel indicating that the Authority currently has sufficient capacity to accept the additional flow from this Project and recommended the approval of the Sewer Connection Application by the Authority;

NOW THEREFORE BE IT RESOLVED, that the NBCUA Chairman, Interim Executive Director and the NBCUA's General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service 20 and 22 Mountain Avenue with the Borough of Mahwah and to report back to the NBCUA Commissioners on the status of same; and the NBCUA shall be responsible for ensuring the intended construction of sanitary sewer lines shall comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 *et. seq.*, and all other provisions of the revised statutes of the State of New Jersey.

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

1. The Authority hereby authorizes the approval of the Sewer Connection Application submitted by 37 Island Road, Mahwah, LLC, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Borough of Mahwah, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Borough of Mahwah, where applicable.
4. Observation and approval by the Authority of infiltration/exfiltration testing, with the Authority to receive two (2) days advanced notice prior to the testing of all newly constructed sewers.
5. Reimbursement to the Authority by the applicant for all engineering expenses incurred by the Authority for inspection and final testing of the sewers and appurtenances.
6. Payment to the Authority by the applicant for all Authority application fees, legal fees, and other application, administrative, technical, and other review expenses relating to the project.
7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.
8. Water conserving plumbing fixtures shall be installed in the building serviced by this connection.
9. Notification of the Authority when sanitary sewer construction commences.
10. Submission to the Authority for its approval, NJDEP form WQM-005, "Certification for Approval by Local Agency," when the construction of this connection is completed.
11. The Chairman, or his designee, be and hereby is authorized to execute any such documents in connection the Sewer Connection Application.
12. The Northwest Bergen County Utilities Authority shall be responsible for ensuring that all the construction of sanitary sewer lines comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 *et. seq.*, and all other provisions of the revised statutes of the State of New Jersey.

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 September 20, 2022.

MICHAEL KASPARIAN, CHAIRMAN

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

DATED: January 10, 2023

RECORDED VOTE:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								