

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

NOTICE

The next Regular Meeting of the Northwest Bergen County Utilities Authority will be held on Tuesday June 17, 2014 immediately following the Work Session at 7:00 pm, in the offices of the Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey.

June 13, 2014

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

REGULAR MEETING June 17, 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 – May 20, 2014
Special Meeting – Public Hearing – May 20, 2014
Special Meeting – June 11, 2014
7. Public Comments (any subject).
8. Consideration for approval list of Resolutions attached dated June 17, 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.

June 13, 2014

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

**LIST OF RESOLUTIONS
REGULAR MEETING
June 17, 2014**

- 58-2014 Appointment of Executive Director
- 60-2014 Approval of vouchers, payroll and tax deposits
- 61-2014 Transfer of John Stefancik to Incinerator Operator
- 62-2014 Temporary Employment – O&M Helpers: Alexis Sanchez & Walter Stefancik
- 63-2014 Retention of Consulting Engineer, Chavond Barry Engineering
- 64-2014 Additional Official Newspaper for 2014

MOTIONS

- 3-2014 Motion to accept 2013 Annual Report prepared by T&M Associates
- 4-2014 Motion to accept Change Order No. 1 to Contract No. 261

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 58-2014

Date: June 17, 2014

APPOINTMENT OF EXECUTIVE DIRECTOR

WHEREAS, the Authority serves as a body politic and corporate constituting a political subdivision of the State of New Jersey, existing under and by virtue of NJ S.A. 40:14B-1 et.seo.; and

WHEREAS, pursuant to N.J.S.A. 40:14b-18, the Authority is authorized to appoint and employ full or part-time, inter alia, an Executive Director, as the Authority may determine necessary for its efficient operations, and shall determine those qualifications, terms of office, duties, compensation and enter into contracts therefore, for periods not exceeding five (5) years, as it determines necessary; and

WHEREAS, by Resolution dated December 27, 1982, the Authority established the position of Executive Director; and

WHEREAS, Howard Hurwitz was appointed as Executive Director to the Northwest Bergen County Utilities Authority by Resolution No. 7 dated July 7, 2004; and has fulfilled the duties and obligations of Executive Director of the Authority in an exemplary manner; and

WHEREAS, it is the desire of the Commissioners of the Authority to continue to operate the Authority under the supervision of an Executive Director; and

WHEREAS, it is the desire of the Commissioners of the Authority to ensure that Howard Hurwitz continue to serve in the position of Executive Director;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority, that the employment of Howard Hurwitz is hereby extended as Executive Director until July 31, 2017, in accordance with and subject to all of the required and representative statutes of the State of New Jersey and all Administrative Rules and Regulations; and:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 58-2014

Date: June 17, 2014

APPOINTMENT OF EXECUTIVE DIRECTOR

BE IT FURTHER RESOLVED that Howard Hurwitz, as Executive Director, shall be paid an annual salary as determined by the Commissioners, together with fringe benefit, insurance, vacations, etc., as set forth in the Northwest Bergen County Utilities Authority Employee Policies and Procedures Manual; and

BE IT FURTHER RESOLVED that the Employment Agreement between the Authority and Howard Hurwitz dated August 2, 2004 shall be extended in accordance with the terms of this Resolution.

CHAIRMAN

SECRETARY

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 60-2014

Date: June 17, 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 May 2014 and Health Benefits and Dental Benefits transfers for June 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 June 17, 2014 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$188,300.10

ACCOUNT: Tax Deposit Account
Total: \$89,014.30

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$98,164.97

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,073.87

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 60-2014

Date: June 17, 2014

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

ACCOUNT: Dental Benefits
Total Transfer: \$4,242.02

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$28,345.88

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

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

ACCOUNT: Operating Account
Total: \$581,620.55

ACCOUNT: General Improvement Account
Total: \$195,414.15

ACCOUNT: 2010 WWT Project Account
Total: \$39,089.26

ACCOUNT: 2012 WWT Project Account
Total: \$113,583.36

SECRETARY

CHAIRMAN

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 63-2014

Date: June 17, 2014

RETENTION OF ENGINEER FOR 2014 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

CONSULTING ENGINEER

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 10, 2014**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **January 24, 2014**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority's service area; and

WHEREAS, by **Resolution 17-2014** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

WHEREAS, the firm of Chavond Barry Engineering Corp. was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the firm of Chavond Barry Engineering Corp. as a Consulting Engineer as set forth in this Resolution; and

WHEREAS, the services rendered on behalf of the Authority include:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 63-2014

Date: June 17, 2014

RETENTION OF ENGINEER FOR 2014 PURSUANT TO N.J.S.A. 19:44A-20.4

- Provide incineration, permitting and regulatory advice as requested.
- Provide engineering services for the an incineration Mercury Control Design
- Attend meetings as requested.
- Be available for telephone conferences, advice and consultation that can be given by telephone.
- Provide operations and maintenance advice as requested by the Client.
- Provide additional advice and general consulting and engineering services as requested by the Client.

WHEREAS, services rendered on behalf of the Authority will be billed based upon Chavond Barry Engineering's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$400,000 for the incineration mercury control design and a not to exceed cost of \$100,000 for general incineration advice; and

WHEREAS, Chavond Barry Engineering has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ.

NOW THEREFORE BE IT RESOLVED that the Authority hereby retains Chavond Barry Engineering Corp. as a Consulting Engineer for the services outlined in this Resolution the twelve-month term commencing on the date of this resolution; and

BE IT FURTHER RESOLVED that the Authority shall prepare a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at Chavond Barry Engineering Corp.'s Billing Rates, in an amount not to exceed \$400,000 for the incineration mercury control design and a not to exceed cost of \$100,000 for general incineration advice.

BE IT FURTHER RESOLVED that, in the event that Chavond Barry Engineering Corp. anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.

BE IT FURTHER RESOLVED that notice of the contract award shall be advertised in accordance with applicable law; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 63-2014

Date: June 17, 2014

RETENTION OF ENGINEER FOR 2014 PURSUANT TO N.J.S.A. 19:44A-20.4

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 June 17, 2014.

CHAIRMAN

SECRETARY

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

