

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **NOTICE**

### **REGULAR MEETING**

#### **Northwest Bergen County Utilities Authority**

**PLEASE TAKE NOTICE**, that in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020 declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Northwest Bergen County Utilities Authority does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the Northwest Bergen County Utilities Authority Work Session, Regular Meeting and Public Hearing on the 2020 Sewer Connection Fee scheduled for Tuesday, June 16, 2020 at 7:00 p.m. at the offices of the Northwest Bergen County Utilities Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey will be held via Zoom ONLY. Formal action may be taken at these meetings. The agendas will be placed on the Northwest Bergen County Utilities Authority website, nbcua.com, at least 48 hours prior to the meeting. Members of the public who wish to participate in the meeting may do so by going to Zoom.us and entering the meeting ID of 870 4714 1019 and following the passcode **309980** at 7:00 P.M. Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. A non-public dial in number will be used if executive session is required.

Alison Gordon, Secretary  
Northwest Bergen County  
Utilities Authority

June 12, 2020

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REGULAR MEETING June 16, 2020**

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
5. Approval of Minutes – Regular Meeting – May 19, 2020
6. Public Comments (any subject)
7. Consideration for approval list of Resolutions attached dated June 16, 2020
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

June 12, 2020

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **RESOLUTIONS**

**June 16, 2020**

## **CONSENT AGENDA**

- 61-2020 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 62-2020 Authorization to Adjust the 2020 Sewer Connection Fee
- 63-2020 Resolution of the Governing Body of the Northwest Bergen County Utilities Authority authorizing Stipend and License Incentive Payment to Supervisory Employees
- 64-2020 Resolution increasing the Bid Threshold pursuant to N.J.S.A. 40A:11-3 and N.J.A.C. 5:34.-5.4

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 61-2020**

**Date: June 16, 2020**

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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 May 2020 and Health Benefits and Dental Benefits transfers for June 2020; 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 June 16, 2020 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$212,679.00

ACCOUNT: Tax Deposit Account  
Total: \$95,681.91

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$107,493.03

ACCOUNT: Health Benefits Contribution Employee  
Total: \$4,572.22

ACCOUNT: Dental Benefits  
Total Transfer: \$4,149.64

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 61-2020**

**Date: June 16, 2020**

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

ACCOUNT: PERS and Contributory Insurance  
Total Transfer: \$31,849.36

ACCOUNT: Operating Account  
Total: \$295,474.94

ACCOUNT: General Improvement Account  
Total: \$178,159.32

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SECRETARY

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CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 62-2020**

**Date: June 16, 2020**

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**AUTHORIZATION TO ADJUST CONNECTION FEE**

**WHEREAS**, after a public hearing on December 6, 2006, as set forth in the Resolution adopted on said date, the Northwest Bergen County Utilities Authority (the “Authority”) determined that it would be in the best interest of the public and the local government units it serves to institute a connection fee program in the manner prescribed by N.J.S.A. 40:14B-23, and to adopt the necessary amendments to the Authority’s Rules, Regulations and Standards required to implement the connection fee program; and

**WHEREAS**, at the hearing on May 21, 2019, the Authority determined that the cost of the connection fee for the year 2019 would be \$5,833 per service unit as calculated in the 2019 Sewer Connection Fee Rate Study prepared by Ferraioli, Wielkotz, Cerullo & Cuva, PA; and

**WHEREAS**, the firm of Wielkotz & Company, LLC, the auditor for the Authority, has prepared a report entitled “2020 Sewer Connection Fee Rate Study Update” for the Authority, with the assistance of the Authority staff, on the proper amount for a connection fee payable by an individual or party making a new connection to the System for the year 2020, in accordance with the formula set forth in N.J.S.A. 40:14B-22, for the privilege of making the connection (“2020 Sewer Connection Fee Rate Study Update”); and

**WHEREAS**, on June 16, 2020, in accordance with the requirements of N.J.S.A. 40:14B-22, the Authority conducted a public hearing on the proposed adjustment of the connection fee prescribed by N.J.S.A. 40:14B-23; and

**WHEREAS**, the Authority, having considered, at the public hearing held on June 16, 2020: (i) 2020 Sewer Connection Fee Rate Study Update; and (ii) the statements of those attending the public hearing; and has determined that it would be in the best interest of the Authority to adopt an adjustment to the connection fee charge implemented for the year 2020; and

**WHEREAS**, the Authority has determined that the cost of the connection fee will be \$5,797 per service unit as calculated in the 2020 Sewer Connection Fee Rate Study Update.

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

1. The Authority hereby establishes an adjustment to the connection fee of \$5,797 per service unit as calculated in the 2020 Sewer Connection Fee Rate Study Update, effective as of the date of this Resolution, June 16, 2020, until amended.
2. The Executive Director is hereby authorized to take any and all steps necessary for the implementation of the adjustment of the connection fee.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 62-2020**

**Date: June 16, 2020**

---

**AUTHORIZATION TO ADJUST CONNECTION FEE**

3. The formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

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 June 16, 2020.

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CHAIRMAN

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SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 63-2020**

**Date: June 16, 2020**

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**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING STIPEND AND LICENSE INCENTIVE PAYMENTS TO SUPERVISORY EMPLOYEES**

**WHEREAS**, the Authority encourages all employees to obtain licenses and pursue trades that benefit the Authority; and

**WHEREAS**, several supervisory employees possess licenses and/or have provided services in a skilled trade that confer benefits on the Authority; and

**WHEREAS**, the Authority's Superintendent has recommended license incentive and stipend payments for all of the supervisory employees that possess licenses and/or have provided services in a skilled trade that confer benefits on the Authority; 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 Authority is hereby authorized to pay Robert Genetelli a license incentive of \$6,000 for holding a S4/C4 license.
3. The Authority is hereby authorized to pay Nicholas Fabbriatore a license incentive of \$6,000 for holding a S4/C4 license.
4. The Authority is hereby authorized to pay Edwin Walker a license and trade incentive of \$4,500 for holding a C4 license, Commercial Driver's License and Backflow Preventer Certification.
5. The Authority is hereby authorized to pay Alexander Lerch a license incentive of \$1,500 for holding a S1/C1 license.
6. The Authority is hereby authorized to pay William Eletto a trade stipend of \$1,000 for his Backflow Preventer Certification.
7. The Authority is hereby authorized to pay Andrew Agugliaro a stipend of \$1,500 for his TV Camera Truck/PACP certification and Commercial Driver's License.



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 63-2020**

**Date: June 16, 2020**

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**RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING STIPEND AND LICENSE INCENTIVE PAYMENTS TO SUPERVISORY EMPLOYEES**

8. This Resolution shall be effective immediately.

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 June 16, 2020.

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**CHAIRMAN**

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**SECRETARY**

**Recorded Vote:**

	Bonagura	Duch	Jordan	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 64-2020**

**Date: June 16, 2020**

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**RESOLUTION INCREASING THE BID THRESHOLD  
PURSUANT TO N.J.S.A.40A:11-3 AND N.J.A.C.5:34-5.4**

**WHEREAS**, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold from \$40,000 to \$44,000 effective July 1, 2020; and

**WHEREAS**, the quotation threshold for local units with Qualified Purchasing Agents, is fifteen percent (15%) of the bid threshold, which increases the new quotation threshold from \$6,000 to \$6,600; and

**WHEREAS**, N.J.S.A. 40A:11-3 permits an increase in the bid threshold if a qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, Robert Genetelli was appointed on March 2, 2010 by Resolution No. 22-2010 as the Qualified Purchasing Agent for the Authority; and

**WHEREAS**, the Northwest Bergen County Utilities Authority desires to take advantage of the increased bid threshold.

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

1. The governing body of the Northwest Bergen County Utilities Authority, in the County of Bergen, in the State of New Jersey hereby increases its bid threshold to \$44,000 effective July 1, 2020; and
2. The local unit Secretary is hereby authorized and directed to forward a certified copy of this Resolution to the Director of the Division of Local Government Services.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 64-2020**

**Date: June 16, 2020**

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**RESOLUTION INCREASING THE BID THRESHOLD  
PURSUANT TO N.J.S.A.40A:11-3 AND N.J.A.C.5:34-5.4**

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 June 16, 2020.

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**CHAIRMAN**

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**SECRETARY**

**Recorded Vote:**

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									