

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**NOTICE**

**WORK SESSION**

**Date:** Tuesday, February 18, 2020

**Time:** 7:00PM

**Location:** Authority Administration Building, 30 Wyckoff Avenue @ Authority Drive,  
Waldwick, New Jersey

February 14, 2020

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## WORK SESSION AGENDA SUBJECTS FOR DISCUSSION February 18, 2020

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call:  
  
Commissioners: Dennis Bonagura  
Thomas Duch  
Matthew Jordan  
Stephen LoIacono  
Frank Kelaher  
Bart Mongelli  
Marianne Ortega  
Marion Plumley  
Michael Kasparian
4. Chairman's Remarks
5. COMMITTEES:
  - A. Finance Committee: Stephen Lo Iacono, Chair
    1. Approval of vouchers, payroll transfers, payroll tax deposits and pensions and benefits transfers (Resolution 13-2020)
    2. Designation of Depositories for 2020 (Resolution 29-2020)
  - B. Personnel Committee: Frank Kelaher, Chair
    1. Approval of Creation of New Position – Administrator of Security Operations and Hire of John Carroll (Resolution 19-2020)
    2. Regular Employment – Richard Coveney, Collection System Operator (Resolution 20-2020)
    3. Extension of Probationary Period – Matthew Gascon, Incinerator Operator (Resolution 21-2020)
    4. Extension of Probationary Period – Michael Giovannoli, O&M Helper (Resolution 22-2020)
    5. Appointment of Human Resources Officer – Alison Gordon (Resolution 23-2020)
    6. Appointment of Board Secretary – Alison Gordon (Resolution 24-2020)
    7. Adoption of Domestic Violence Policy for Public Employers (Resolution 25-2020)

8. Authorization to enter into an Agreement with the County of Bergen, Department of Health Services for participation in the Employee Assistance Program (Resolution 26-2020)
- C. Insurance Committee: Marion Plumley, Chair
- D. Operating Committee: Thomas Duch, Chair
  1. Operating Committee Report
- E. Strategic Plan Subcommittee: Michael Kasparian, Chair
  1. Authorization to enter into a Preliminary Agreement by and between Northwest Bergen County Utilities Authority and the Township of Wyckoff (Resolution 15-2020)
- F. Buildings & Grounds Committee: Frank Kelaher, Chair
- G. Safety & Security Committee: Frank Kelaher, Chair
- H. Professional Services for 2019
  1. Qualifications of Professionals
    - a. Legal Services (Resolution 33-2020)
    - b. Engineering Services (Resolution 34-2020)
    - c. Auditing Services (Resolution 35-2020)
    - d. Bond Counsel Services (Resolution 36-2020)
    - e. Risk Management Services (Resolution 37-2020)
  2. Appointment of Professionals for 2020
    - a. Retention of Auditor (Resolution 38-2020)
    - b. Retention of General Counsel (Resolution 39-2020)
    - c. Retention of Labor Counsel (Resolution 40-2020)
    - d. Retention of Bond Counsel (Resolution 41-2020)
    - e. Retention of Risk Manager (Resolution 42-2020)
    - f. Retention of Consulting Engineer (Resolution 43-2020)
    - g. Retention of Consulting Engineer for Instrumentation, Automation and Computer Systems (Resolution 44-2020)
    - h. Retention of Consulting Engineer for 2021 Service Charges (Resolution 45-2020)
    - i. Retention of Consulting Engineer for General Incinerator Advice (Resolution 46-2020)
- I. General Counsel: Douglas Bern, Esq.
  1. Monthly Counsel Report

J. Consulting Engineer: T&M Associates

1. Monthly Engineer Report

K. Executive Director: James Rotundo

1. Authorization for production and distribution of Authority Anniversary Mailer (Resolution 14-2020)
2. Appointment of Financial Advisor (Resolution 16-2020)
3. Approval of 2020 Meeting Schedule (Resolution 27-2020)
4. Designation of Authority Newspapers for 2020 (Resolution 28-2020)
5. Authorization to Increase the Not-to-Exceed cost of the Agreement with T&M Associates, Inc. to Provide Consulting Engineering Services (Resolution 32-2020)
6. Authorization for attendance to the AEA Conference (Motion 20-01)

L. Authority Engineer: Howard Hurwitz

1. Committed Flow Report

M. Superintendent: Robert Genetelli

1. Authorization to enter into a Cooperative Pricing Agreement with the Educational Services Commission of New Jersey (Resolution 17-2020)
2. Approval of Change Order No. 2 for Contract No. 271 – Aeration Blower Replacement and Waste Sludge System Upgrade Project (Resolution 18-2020)
3. Resolution authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units pursuant to N.J.S.A.40A:11-12a (Resolution 30-2020)
4. Authorization to Enter into a Shared Services Agreement with the Borough of Upper Saddle River (Resolution 31-2020)
5. Update – Safety and IPP Programs
6. NJPDES Permit Conformance Report
7. Sludge Metal Analysis