



**MINUTES  
REGULAR MEETING  
July 15, 2014**

1. The Vice-Chairman called the meeting to order at 7:41pm.
2. The Vice-Chairman read the statement in compliance with C.231, PL 1975.
3. Roll Call: The following Commissioners were present: DaPuzzo, DePhillips, Gabbert, Kasparian, Plumley, and Salazer. Commissioner Kelaher and Chairman Chewcaskie were absent.
4. Salute to the Flag was led by the Vice-Chairman.
5. The Vice-Chairman had no remarks.
6. Executive Session – Commissioner DePhillips made a motion to go into executive session to discuss personnel issues, more specifically the Assistant to the Executive Director. Commissioner DaPuzzo seconded the motion. All Commissioners present voted in favor of going into closed session at 7:43pm.

Executive Session ended at 7:55pm and the Commissioners continued with the public meeting.

7. Approval of Minutes:  
  
June 17, 2014 Regular Meeting: Commissioner Gabbert made a motion to accept the minutes as presented, Commissioner Salazer seconded the motion. Commissioners DePhillips, Gabbert, Kasparian, Plumley and Salazer voted in favor of passing the minutes. Commissioner DaPuzzo abstained.
8. No public was present at the meeting.
9. Consideration for approval list of Resolutions dated June 17, 2014.

Consent Resolution for Resolution No. 65-2014 through 71-2014 were offered by Commissioner DePhillips and seconded by Commissioner DaPuzzo. All Commissioners present voted in favor of Resolutions No. 65-2014 through 71-2014.

Resolution No. 65-2014 Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for June 2014 and Health and Dental Benefits for July 2014 as follows: Payroll Account: \$220,347.54; Tax Deposit Acct:

\$111,664.92; Health Benefits Contribution-Employer: \$101,571.86; Health Benefits Contribution Employee: \$4,073.87; Dental Benefits: \$4,242.02; PERS and Contributory Insurance: \$28,109.89; DCRP-Employee (May): \$22.92; DCRP – Employer (May) – \$12.50; Operating Account: \$432,753.33; General Improvement Account: \$71,612.57; 2012 WWT Project Account \$1,128.75.

Resolution No. 66-2014 – Cancellation of August Meetings: The Authority Commissioners will not be holding any meetings in the month of August, 2014. The Authority's bills are approved for payment at the monthly meetings and this resolution authorizes the Executive Director and Administrative Assistant to prepare the August bill list for circulation to the Commissioners by August 5, 2014 and for review by the Commissioners and if there are any objections or bills that require discussion those will be pulled and the remainder of the bills will be paid on August 15, 2014.

Resolution No. 67-2014 – Sewer Extension – A&T Homes Subdivision, Ramsey: This proposed sewer extension will provide sanitary sewer service to seven (7) single family homes in the Borough of Ramsey. This project will contribute an average daily flow of 2,100 gallons (7 additional EDUs) to the Authority's system. This resolution approves this extension upon the condition that the terms and conditions listed in the resolution are fulfilled by the Applicant, its principals, Agents, successors or assigns.

Resolution No. 68-2014 – Sewer Extension – 556 Colonial Road, Franklin Lakes: This proposed sewer extension will provide sanitary sewer service to a proposed two building multi-family development of 87 units in the Borough of Franklin Lakes. This project will contribute an average daily flow of 18,450 gallons (87 additional EDUs) to the Authority's system. This resolution approves this extension upon the condition that the terms and conditions listed in the resolution are fulfilled by the Applicant, its principals, Agents, successors or assigns.

Resolution No. 69-2014 – Sewer Extension – Colonial Road, Franklin Lakes: This proposed sewer extension will provide sanitary sewer service to twenty-five (25) single family homes in the Borough of Franklin Lakes. This project will contribute an average daily flow of 7,500 gallons (25 additional EDUs) to the Authority's system. This resolution approves this extension upon the condition that the terms and conditions listed in the resolution are fulfilled by the Applicant, its principals, Agents, successors or assigns.

Resolution No. 70-2014 – Award of Contract No. 259A – Franklin Lakes Sanitary Sewer Milling and Surface Course Restoration: The Authority received bid proposals for Contract No. 259A on June 24, 2014 with the three low bids being as follows for Alternate 1: 4 Clean-Up, Inc.: \$74,700; D&L Paving Contractors, Inc.: \$76,950; SCS Contracting, Inc.: \$79,400. 4 Clean-Up, Inc. was found to be the lowest responsible bidder for the contract and this Resolution accepts 4 Clean-Up, Inc.'s total bid in the amount of \$74,700.

Resolution No. 71-2014 – Employment Contract of Assistant to the Executive Director: James Rotundo has been employed since December 13, 2010 by the Authority in the position of Assistant to the Executive Director. The Commissioners desire to ensure James Rotundo continues to serve in this position. This Resolution allows for the Commissioners to enter into an employment agreement with James Rotundo for a period of three (3) years beginning August 1, 2014. James Rotundo will be paid an annual salary as determined by the Commissioners, together with fringe benefits, insurance, vacations, etc as set forth in the Authority’s Employees Policies and Procedures Manual.

10. Motion to approve stipend for Assistant Executive Director, James Rotundo, for his role in labor negotiations with the Union and his responsibility of handling issues and grievances that occur.

Mr. Hurwitz briefly explained that Stipends are given to contract and non-contract employees. Those provided for in the CBA are awarded automatically on July 1 of each year. For those not specifically defined in the CBA the Superintendent recommends stipends for individuals and they are approved by the Executive Director. Commissioner DePhillips stated that the Chairman wished to do it by motion but if that’s not the tradition the Board could discuss that.

Mr. Hurwitz gave a description of what this stipend would be for. Currently, the Authority has no Human Resource Department; there is no one to go to when there are issues and grievances against supervisors. There is no fair hearing without going directly to the executive director. The Union wanted someone to go to. In response to an Unfair Labor Practices claim filed with PERC, our Labor Attorney devised a process where the assistant executive director would have that responsibility. Additionally, the assistant executive director has already been involved with the labor negotiations.

Commissioner DePhillips, stated that this would then relieve the Authority from hiring someone new since we already have someone here that is a part of the collective bargaining team for the Authority and has been fulfilling this new role and therefore this stipend would be for Mr. Rotundo’s additional responsibility.

Commissioner Gabbert raised the issue that if this is not an existing stipend that the Board approved then it has to be done by Resolution. General Counsel responded that a motion would be sufficient.

Commissioner DePhillips asked where the money would be coming from to pay this stipend. Mr. Hurwitz stated that we have the money but this particular item was not planned for and that he could not have known it was going to be in the budget. But there is money in the salary line item to cover the stipend.

Commissioner DePhillips asked then if it would show in next year's budget. Mr. Genetelli responded that stipends are included in the line item total of salaries, but only are seen on internal worksheets.

Commissioner Plumley asked if the Assistant Executive Director would receive the full stipend because it is half way through the year already. Executive Director Hurwitz responded yes because stipends go from July 1<sup>st</sup> to June 30<sup>th</sup> for everyone.

Commissioner DePhillips inquired when he started these responsibilities. Executive Director Hurwitz explained that he was assigned to labor negotiations last year. Commissioner DePhillips reiterated Commissioner Plumley's question of it's now July so how much is he going to get paid in the calendar year 2014. Mr. Hurwitz explained that it's a one-time payment of \$5,000.00

Commissioner DaPuzzo thinks it would be a good idea for the Commissioners to be able to see the stipends that are being recommended. Commissioner DePhillips agrees the board should approve stipends. There should be a separate line from the salaries for stipends in the budget which they see and approve. Commissioner Kasparian also believes that the Commissioners should know what stipends are being given to employees.

Commissioner DePhillips stated that the stipend is prospective and it is presumed he will be doing the work until next July and the \$5,000 stipend is for service to be rendered between now and next July.

Commissioner DePhillips stated since he is not a union employee, the July 1 to July 1 does not apply to him. Mr. Hurwitz responded that he would like to keep all stipends at the same time.

**MOTION:**

Commissioner DaPuzzo offered Motion to approve the stipend for his role in labor negotiations and contact person for the Union for grievances and issues. Commissioner DePhillips seconded the motion.

Prior to the vote, Commissioner Gabbert asked why this wasn't discussed last year when he started doing this. Commissioner DaPuzzo said it was because the task started off small and has grown to be rather big.

Commissioner DePhillips stated it is prospective and presumed he will be handling these responsibilities for the next year. So, if he stops doing these responsibilities and/or someone else takes over the responsibilities within the next year, then the Board should be informed.

All Commissioners present voted in favor of the motion.

11. Reports of Committees:

- a. Finance Committee – Nothing further to report.
- b. Personnel Committee – Nothing further to report.
- c. Insurance Committee – Nothing further to report.
- d. Operating Committee – Nothing further to report.
- e. Building and Grounds – Nothing further to report.

12. Report of Treasurer – The Treasurer reported that approximately \$7 million has been invested in short term investments. The investments are as follows: approximately \$2.9 million at the Bank of New Jersey with an interest rate of 0.75%; approximately \$2 million at TD Bank with an interest rate of 0.10% interest. In addition, approximately \$2 million is deposited at TD Bank with no interest in lieu of fees.

Commissioner DaPuzzo inquired as to why the Authority does not invest more money with the Bank of New Jersey which has a better interest rate. Mr. Hurwitz explained that only up to \$2.9 million can be invested with Bank of New Jersey because the Authority can only invest up to 5% of the bank’s capitalization.

13. Report of Counsel – Nothing further to report.

14. Report of Engineer – Nothing further to report.

15. Report of Executive Director – Nothing further to report.

16. Report of Superintendent – Nothing further to report.

17. No Old business.

18. No New Business.

19. No public comments.

20. Motion to adjourn the meeting at 8:27pm was made by Commissioner DaPuzzo and seconded by Commissioner Kasparian.

  
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Alison Gordon, Secretary