



**MINUTES  
REGULAR MEETING  
July 16, 2018**

1. The Meeting was called to order at 7:31pm.
2. The Secretary read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, Gabbert, Kelaher, Lo Iacono, Plumley and Chairman Kasparian. The following Commissioner was absent: Chewcaskie.

Also present at the meeting was Treasurer Todd Sherer, Executive Director Howard Hurwitz, Assistant Executive Director James Rotundo, Municipal Liaison John DeRienzo, Superintendent Robert Genetelli, Authority Counsel Douglas Bern, Esq., Authority Engineer Nicholas Rotonda and Board Secretary Alison Gordon.

4. Salute to the Flag was led by the Chairman.
5. The Chairman Remarks: No remarks.
6. Consideration for approval of minutes:
  - a. Regular Meeting – June 19, 2018: Commissioner Gabbert motioned to accept the minutes from the June 19, 2018 Regular Meeting, Commissioner Kelaher seconded the motion. The motion carried. Commissioner Plumley abstained.
7. Public Comments: No public comments.
8. Consideration for approval list of Resolutions dated July 16, 2018.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 71-2018, 74-2018 through 77-2018 and 79-2015 through 85-2018. Commissioner Gabbert offered the Consent Agenda and Commissioner Bonagura seconded. All present Commissioners voted yes.

Resolution No. 71-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for June 2018 and Health and Dental Benefits for July 2018 as follows: Payroll Account: \$370,787.73; Tax Deposit Acct: \$159,972.10; Health Benefits Contribution-Employer: \$101,852.24; Health Benefits Contribution Employee: \$19,653.60; Dental Benefits: \$4,227.46; PERS and Contributory Insurance: \$32,044.92; PERS and Contributory Insurance – RETRO: \$5,619.11; DCRP – Employer: \$12.50; DCRP – Employee: \$26.00; Operating Account: \$301,600.87; General Improvement Account: \$45,236.06; 2015 NJEIT Project Account: \$1,455.00.

Resolution No. 74-2018 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority authorizing Stipend and License Incentive Payments to Supervisory Employees: The Authority encourages all employees to obtain licenses and pursue trades that benefit the Authority. 5 supervisory employees possess licenses that confer benefits on the Authority. 3 supervisory employees have provided services to the Authority in a skilled trade. This resolution authorizes payment to Nicholas Fabbriatore for License Incentive of \$4,500; Angelo DiPaola for license incentive of \$3,750; Alexander Lerch for License Incentive of \$1,500; Robert Genetelli for license incentive of \$6,000; Edwin Walker for license incentive of \$2,250; William Eletto a trade stipend for \$1,000; Angelo DiPaola a trade stipend for \$1,000; and Andrew Agugliaro a trade stipend of \$1,000.

Resolution No. 75-2018 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority ratifying and authorizing execution of a Collective Bargaining Agreement: The Authority and the NBCUA Non-Supervisory Employees Group negotiated a successor collective bargaining agreement for the period of July 1, 2018 through December 31, 2022. The Group has ratified said agreement and the Authority’s Executive Director and General Counsel recommend the adoption of same by the Authority. This resolution ratifies the agreement and authorizes the Executive Director to execute same.

Resolution No. 76-2018 – Proposed Sanitary Sewer Extension – 424 Colony Court, Township of Wyckoff, New Jersey: Mr. Alan Madoff submitted an application on behalf of the Township of Wyckoff for approval of a proposed sanitary sewer extension to be located at 424 Colony Court in Wyckoff. The project will provide sanitary sewers to 1 single family dwelling and when completed will generate an average daily flow of 300 gallons per day and 1 additional EDU will become tributary to the Authority’s system from Wyckoff. The extension is hereby approved contingent upon review by the Authority’s Technical Advisor and the fulfillment of the terms and conditions outlined in the Resolution.

Resolution 77-2018 – Resolution to Engage the Services of T&M Associates to Provide the Engineering Professional Services required for the Ho-Ho-Kus Trunk Sewer East Interceptor Rehabilitation Project related to Planning, Design, Bidding, Contract Administration and Resident Inspection: The Authority requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the planning, design, bidding, contract administration and resident inspection for the referenced project which will be funded with loan assistance from the NJEIFP and the NJIB. T&M Associates has proposed to provide these services at a cost of \$54,000. T&M Associates was appointed as the Authority’s 2018 Consulting Engineer via an RFQ process. This resolution authorizes the Chairman to execute an Agreement with T&M Associates to provide Engineering and Professional services for this project. The Executive Director is authorized to execute such other documents and undertake such other tasks that are reasonably required to carry out and consummate the transactions contemplated by the Agreement. This award will be published in the Authority’s official newspaper as required by law.

Resolution No. 79-2018 – Award of Contract – Magnesium Hydroxide Slurry. Premier Magnesia was the sole bidder for the furnishing and delivery of magnesium hydroxide slurry. The bid price was \$.2096 per wet pound. The contract with Premier Magnesia will be for a period of two years.

Resolution No. 80-2018 – Resolution authorizing Executive Director to enter into a Professional Services Contract with Valley Medical Group regarding the coordination and conduct of Alcohol and Drug Testing Services: The Agreement will be effective from July 1, 2018 through June 30, 2020 at a fee as outlined in the fee schedule within the agreement. This Agreement pertains to the testing of Authority employees that do not hold CDLs.

Resolution No. 81-2018 – Resolution Authorizing the Use of Sourcewell National Cooperative: The Authority has determined that the use of Cooperative Purchasing Agreements may result in significant cost savings and is desirous of joining and participating in a national cooperative called Sourcewell National Cooperative. This resolution authorizes the Authority's membership in the Cooperative and for the Authority to enter into an agreement with same.

Resolution No. 82-2018 – Resolution Amending the Not to Exceed Cost of the Agreement with Chavond Barry Engineering Corp. to provide Engineering Services: The Authority retained Chavond Barry Engineering Corp. as consulting engineer to provide engineering services related to general incinerator advice on February 20, 2018. The original resolution and professional services agreement state the compensation for the Engineering Firm to be capped at \$70,000. The Engineering firm has provided the Authority with a cost proposal for purchasing of IDI Incinerator Tuyeres in the amount of \$42,325. This resolution amends the professional services agreement to increase the not to exceed cost to \$112,325 and for the original resolution and agreement remain in full force and effect.

Resolution No. 83-2018 – Northwest Bergen County Utilities Authority, NJEIFP Loan No. S340700-18: This resolution designates Howard Hurwitz, Executive Director as the Authorized Representative in connection with the Authority's Ho-Ho-Kus Trunk Sewer East Interceptor Rehabilitation Project to be funded through a Loan application with the NJDEP and New Jersey Infrastructure Bank.

Resolution No. 84-2018 – Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions under Title VII of the Civil Rights Act of 1964": The members of the Authority have familiarized themselves with the contents of the referenced Enforcement Guidance and with the Authority's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the Authority. By this resolution the Authority states compliance with N.J.S.A. 40A:4-5, as amended by PL 2017, c. 183 by certifying the Authority's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions under Title VII of the Civil Rights

Act of 1964.” The Group Affidavit and Resolution will be maintained and made available by the Authority Secretary.

Resolution No. 85-2018 – Authorization for Payment of Bills for August 2018: The Authority Commissioners will not be holding regular meetings in the month of August 2018. 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 6, 2018 for review. 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 13, 2018.

- b. The Board took no action on Resolution No. 72-2018 – Appointment of Executive Director – James Rotundo and 73-2018 – Approval of Creation of New Position, Authority Engineer and Appointment of Howard Hurwitz. Resolution No. 86-2018 was added to the agenda to extend the current Executive Director’s appointment by up to 90 days.

Resolution 86-2018 – Extension of Appointment of Executive Director: Howard Hurwitz’s contract term as Executive Director expires July 31, 2018. This Resolution extends the contract and appointment of Mr. Hurwitz as Executive Director upon the same terms and conditions as present for a period up to 90 days from the expiration of the current appointment until a successor is named.

- c. Resolution No. 78-2018 was removed from the agenda.

9. Report of Treasurer: There is approximately \$5.1 million in short term investments. Approximately \$4.9 million is being held by SB One Bank at a rate of 1.60%; Approximately \$225,000 is being held by Santander Bank at a rate 1.53%.

10. Report of Committees:

- a. Strategic Planning:

Wyckoff Update: At the Work Session, Executive Director Hurwitz advised the Board that the TWA for the Knolls Section Sewer Improvements Project in the Township of Wyckoff has been submitted by Boswell Engineering to the NJDEP on behalf of the Authority. The Authority has invoiced Wyckoff for the first installment of \$40,000 in accordance with the Shared Services Agreement between the Township and the Authority.

Oakland Update: Oakland has scheduled a meeting with the Authority for August 14<sup>th</sup>. An agenda has not been distributed yet.

11. Report of Superintendent: In accordance with the findings from the USEPA, the Authority is in the process of permitting the backflow preventers at four pump stations. It is also anticipated to update/replace a couple of the preventers.

12. Old Business: No old business.

13. New Business: The Authority may explore opportunities to expand service in the Village of Ridgewood.

14. Public Comments: No public Comments.

15. Adjournment: The meeting adjourned at 7:41pm.

  
ALISON GORDON, SECRETARY