



**MINUTES
REGULAR MEETING
June 17, 2015**

1. The Meeting was called to order at 7:36pm.
2. The Chairman read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, DePhillips, Kelaher, Salazer and Chairman Chewcaskie. Commissioners DaPuzzo, Gabbert, Kasparian and Plumley were absent.
4. Salute to the Flag was led by the Chairman at the Special Meeting.
5. The Chairman had no Remarks.
6. Consideration for approval of minutes:
 - a. Regular Meeting – May 19, 2015: Commissioner Kelaher motioned to accept the minutes from the May 19, 2015 Regular Meeting, Commissioner Salazer seconded the motion. All present Commissioners were in favor of accepting the minutes except for Commissioner Bonagura who abstained.
 - b. Special Meeting – May 19, 2015: Commissioner Kelaher motioned to accept the minutes from the May 19, 2015 Special Meeting, Commissioner Salazer seconded the motion. All present Commissioners were in favor of accepting the minutes except for Commissioner Bonagura who abstained.
7. Public Hearing of May 19, 2015 for revisions to the Rules, Regulations and Standards: Commissioner Kelaher made a motion to continue the table of this public hearing to the next Authority meeting. Commissioner DePhillips seconded that motion. All present Commissioners were in favor of continuing the table to the next meeting.

Chairman Chewcaskie informed the one member of the public, Frank Palladino of Waldwick, that the table will be continued until the next meeting because the Board would like more Commissioners to be present for a vote on this matter. Chairman Chewcaskie also explained that Mr. Palladino's comments at the public hearing last month were well received regarding this matter.
8. Consideration for approval list of Resolutions dated June 17, 2015.

- a. The Commissioners voted on Resolution No. 61-2015 through 65-2015 by Consent Resolution. Commissioner DePhillips offered the Consent Resolution and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 61-2015 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for May 2015 and Health and Dental Benefits for June 2015 as follows: Payroll Account: \$190,327.18; Tax Deposit Acct: \$87,717.72; Health Benefits Contribution-Employer: \$105,024.39; Health Benefits Contribution Employee: \$10,664.67; Dental Benefits: \$4,048.95; PERS and Contributory Insurance: \$28,070.01; Operating Account: \$339,801.65; General Improvement Account: \$115,560.35; 2014 WWT Project Account: \$1,538.45; 2015 WWT Project Account: \$326,717.83.

Resolution No. 62-2015 – Authorization to Engage Services of Financial Consultant: The Authority is engaged in an evaluation of potential system expansion options in order to more fully utilize the capacity of its Wastewater Treatment Facility. The evaluations will include the preparation of financial models indicating the benefits, such as an increased tax base to a municipality and increased revenue to the Authority, as well as the cost of the utility system expansion. The Authority has the need to retain the professional services of an organization to provide Financial Consulting Services to evaluate these potential system expansion options. Benecke Economics and its principal, Robert Benecke has submitted a proposal to provide financial consulting services in connection with the Authority infrastructure plans, specifically the potential expansion of the wastewater system. The Authority has a need to acquire the services of Benecke Economics as a non-fair and open contract pursuant to the provisions of NJSA 19:44A-20.4. This resolution authorizes the Authority to engage the services of Benecke Economics and further to authorize the execution of an Agreement based on the proposed rate of \$120 per hour, not to exceed \$20,000. The Authority will authorize work on a task basis. There are presently no authorized tasks. The political contribution Disclosure Certification, Business Disclosure Entity Certification and Business Registration Certificate of Benecke Economics shall be placed on file at the Authority.

Resolution No. 63-2015 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority Authorizing Emergency Spending to Repair the Midland Park Pump Station Automatic Transfer Switch: Resolution of the Governing Body of the Northwest Bergen County Utilities Authority Authorizing Emergency Spending to Repair the Midland Park Pump Station Automatic Transfer Switch: The Midland Park Pump Station has a generator on-site that provides emergency power when power from the utility company is interrupted. The automatic transfer switch (ATS) at the Station serves as the transfer of power when the generator is needed due to power failure. The Authority's Engineer has advised the Authority that the ATS has been experiencing intermittent failures and has determined that an emergency condition exists and the ATS needs to be repaired or replaced immediately. This Resolution authorizes the Authority to immediately

solicit quotes and award an emergency contract pursuant to NJSA 40A:11-6 to perform the required electrical repairs and restore reliable electric service.

Resolution No. 64-2015 – Authorization to Enter into a Shared Services Agreement with the Borough of Franklin Lakes: The Authority and the Borough of Franklin Lakes wish to enter into a Shared Services agreement for the Authority to 1) act as the New Jersey Licensed Collected System Operator for the Borough 2) respond to any and all sewer collection emergencies 24 hours a day, 7 day a week 3) coordinate all third party repairs of the Collection System 4) when necessary, coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the Borough of Franklin Lakes Sanitary Sewer System 5) coordinate with the Borough and NJDEP Hotline Calls and correspondence regarding the sanitary Collection System. The agreement is for a period of one (1) year. This resolution authorizes the Authority to enter into such agreement and for the Chairman or Vice-Chairman to execute.

Resolution No. 65-2015 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority Authorizing Salary Increases: The Authority and the Authority's Non-Supervisory Employees Group are parties to a Collective Bargaining Agreement (CBA). Article 9 and Appendix B of the CBA deal with salary and wage schedules and contain a salary step guide. The CBA expired on June 30, 2014 and discussions are taking place for a new contract. Six employees would have proceeded up the salary step guide and received salary increases in 2015 under the terms of the expired CBA. Although not obligated to pay the salary step increases the Authority's Board believes it is appropriate to provide salary step increases to these six employees. This resolution authorizes the Authority to give such increases as outlined in the Resolution.

- b. The following Resolution was voted on individually.

Resolution No. 66-2015 was offered by Commissioner DePhillips and seconded by Commissioner Bonagura as AMENDED. All present Commissioners voted yes on Amended Resolution No. 66-2015. The Resolution has been amended to reflect the following:

Resolution No. 66-2015 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority Authorizing License Incentive and Trade Stipend Payments: Article 22 of the Collective Bargaining Agreement between the Authority and the Authority's Non-Supervisory Employees Group ("CBA") specifies the annual payments that the Authority shall make to employees who obtain certain licenses and further provides that the license incentives be paid on July 1st of each year. 15 Employees covered under the CBA are entitled to license incentive payments. Additionally, Article 23 of the CBA provides that all employees who qualify for a license in skilled trades be eligible for an incentive payment, 6 CBA employees are eligible for such incentive. This

resolution authorizes these incentive payments to be made on July 1, 2015 for the employees listed within the Resolution.

Resolution No. 67-2015 was offered by Commissioner DePhillips and seconded by Commissioner Salazer as AMENDED. All present Commissioners voted yes on Amended Resolution No. 67-2015. The Resolution has been amended to reflect the following:

Resolution No. 67-2015 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority Authorizing Stipend Payments: Robert Genetelli, Superintendent has served as the Authority’s Qualified Purchasing Agent (QPA) since 2010 and has performed all of the tasks of a QPA in addition to his duties as the Authority’s Superintendent. The Authority also requires the services of a Human Resources officer and the Authority’s Assistant Executive Director, James Rotundo has been performing the duties of a Human Resources Officer in addition to his duties as Assistant Executive Director. It is appropriate to compensate both Mr. Genetelli for his role as QPA and Mr. Rotundo for his role as Human Resources Officer. The Authority encourages all employees to obtain licenses and pursue trades that benefit the Authority. 3 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 the payment of a stipend to Mr. Genetelli in the amount of \$6,000 for his role as the QPA; authorizes the payment of a stipend to Mr. Rotundo in the amount of \$5,000 for his role as Human Resources officer; authorizes payment to Bart Brophy for License Incentive of \$4,500; Angelo DiPaola for license incentive of \$3,750, Robert Genetelli for license incentive for \$6,000, William Eletto a trade stipend for \$1,000, Angelo DiPaola a trade stipend for \$1,000 and Andrew Agugliaro for \$1,000 for PACP certification and TV camera truck service.

9. Public Comments: Frank Palladino of Waldwick had an inquiry regarding Resolution No. 67-2015. Earlier during the work session there was discussion about making the stipends of QPA and Human Resources Officer a part of the salaries budget. Chairman Chewcaskie explained that the license and incentive payments will not be a part of salaries. The QPA and Human Resources Officer are separate titles that Mr. Genetelli and Mr. Rotundo hold. The plan is to make these titles a part of the salary line item in next year’s budget.

10. Report 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
 - f. Intellectual Technology – Nothing further
11. Report of Treasurer – Short term investments – Approximately \$2 million is being held at TD Bank in lieu of fees. \$2.5 million is being held at Bank of New Jersey at a rate of 0.75%. Approximately \$9.1 million is being held at TD Bank at 0.10%.
 12. Report of Counsel – Nothing further to Report.
 13. Report of Engineer – Nothing further to Report.
 14. Report of Executive Director – Nothing further to Report.
 15. Old Business: Commissioner DePhillips inquired about the Strategic Planning report. Chairman Chewcaskie said he will follow up with Commissioner DaPuzzo regarding the status.
 16. New Business: No new business.
 17. Public Comments: Frank Palladino inquired about the Authority’s Annual Report from the NJDEP. He had met with the Authority’s Municipal Liaison last year and had requested a copy of the Report but he has not received it yet. Mr. Genetelli informed him that the Authority does not receive a paper copy of the Report and that Mr. Palladino can go online to the NJDEP Dataminer website to obtain copies of Reports regarding inspections of the facility. This Report is a DEP Enforcement visit for Water Compliance. Typically they come twice a year, once to review paper work such as DMRs, Lab Reports, etc. The second visit is to take water samples from the effluent.

Mr. Palladino asked if the NJDEP or any independent agency does air sampling. Mr. Genetelli responded that there is not air sampling done by the DEP or an independent agency.

Chairman Chewcaskie added that at the monthly meetings Mr. Genetelli does report whenever there is an inspection by the DEP. We typically only receive paper from the NJDEP if there is something wrong.

18. The Board went into closed session at 7:55pm. Commissioner DePhillips made the motion to go into closed session, Commissioner Salazer seconded the motion. All present Commissioners were in favor of entering closed session to discuss Alvarez v. NBCUA.

The Board came out of closed session at 8:09pm by a Motion from Commissioner DePhillips and second from Commissioner Salazer.

19. Adjournment: Chairman Chewcaskie made a motion to adjourn the Regular meeting at 8:09pm, Commissioner Salazer seconded the motion. All present Commissioners were in favor of ending the meeting at 8:09pm.



ALISON GORDON, SECRETARY