



**MINUTES  
REGULAR MEETING  
May 19, 2020**

1. The Meeting was called to order at 7:26pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present via conference call on Zoom: Bonagura, Duch, Jordan, Kelaher, Lo Iacono, Mongelli, Ortega, Plumley and Chairman Kasparian.

Also present on the conference call were Board Secretary Alison Gordon, Executive Director James Rotundo, Assistant Executive Director John Danubio, Treasurer Todd Sherer, Authority Engineer Howard Hurwitz, Superintendent Robert Genetelli, General Counsel Douglas Bern, Esq. and Consulting Engineer Nicholas Rotonda.

4. Chairman Remarks: Chairman Kasparian congratulated the staff on the renewal of the Authority's NJDEP discharge permit.
5. Consideration for approval of minutes:
  - a. Regular Meeting – April 21, 2020: Commissioner Mongelli motioned to accept the minutes, Commissioner Lo Iacono seconded the motion. The motion carried.
6. Public Comments: There were no public comments.
7. Consideration for approval list of Resolutions dated May 19, 2020.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 58-2020 through 60-2020. Commissioner Duch offered the Consent Agenda and Commissioner Mongelli seconded. All present Commissioners voted yes.

Resolution No. 58-2020 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for April 2020 and Health and Dental Benefits for May 2020 as follows: Payroll Account: \$210,424.02; Tax Deposit Acct: \$92,995.08; Health Benefits Contribution-Employer: \$110,182.24; Health Benefits Contribution Employee: \$4,688.85; Dental Benefits: \$4,245.61; PERS and Contributory Insurance: \$30,315.09; Operating Account: \$421,069.72; General Improvement Account: \$56,008.81.

Resolution No. 59-2020 – 2019 Audit Corrective Action Plan Certificate: In the Authority's 2019 Audit, there were comments and recommendations requiring action by the Authority and N.J.A.C. 5:31-7.6(i) requires a corrective action plan to be adopted in the form of a Resolution. A corrective action plan has been

prepared and made part of the resolution. This resolution approves and adopts the Action Plan and directs the Authority Secretary to file a copy with the Director of the Division of Local Government Services.

Resolution No. 60-2020 – Authorization to enter into a Shared Services Agreement with the Borough of Franklin Lakes: The Authority and the Borough of Franklin Lakes entered into a Shared Services agreement on June 1, 2019 with a termination date of May 31, 2020 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 and USEPA 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; and 6) the Borough will comply as soon as possible with all NBCUA requests for records, information, data or assistance with regard to the operation of the collection system or compliance with any applicable state or federal regulation. This resolution authorizes the Authority to enter into a new agreement to provide the same services for a duration of one (1) year and for the Chairman or Vice-Chairman to execute same.

8. Report of Committees:

- a. Insurance Committee: The Authority's Risk Manager, Kathy Young of Alamo Insurance Group, was in attendance during the Work Session to discuss the Authority's insurance coverage and answer any questions. She prepared insurance schedules for the values of the Authority's property, vehicles and equipment. The Authority's insurance is through the NJUAJIF and there is an additional flood insurance policy separate from the NJUAJIF for the Authority's Darlington Pump Station. This policy is in compliance is the National Flood Insurance Program.

Chairman Kasparian asked what coverage there is related to COVID-19. Ms. Young advised that there is no coverage at the present time for loss of income, expenses, etc. due to viruses. The only coverage is worker's compensation in the event an employee files a claim related to COVID-19, which would be sent to Qual-Lnyx, the Worker's Compensation claims service, for review and determination.

- b. Operating Committee:

Wyckoff Expansion: Commissioner Duch reported during the Work Session that he met with Wyckoff Committee members Rudy Boonstra and Tom Madigan as well as Wyckoff's Attorney Bob Landel. They have provided their comments on the preliminary agreement the Authority sent them earlier this year. This has been sent to Doug Bern for review.

Commissioner Duch also reported that Wyckoff advised of an opportunity to connect an additional 40 homes in an area near Morley Drive due to a homeowner offering a free easement to the municipality. Wyckoff has provided information on this matter and it will be discussed further at the next Operating Meeting.

9. Report of Treasurer: A monthly financial statement ending April 30, 2020 was distributed to the Board. The Authority's 2020 revenues and expenses are mostly on budget. Solids disposal costs appear to be higher than budgeted. Superintendent Genetelli explained there were an increase in the cost for certain solids disposal and also an increase of ash for disposal.
10. Old Business: No old business.
11. New Business: Chairman Kasparian asked for confirmation that the Authority does not have any outstanding fines or violations and if the NJDEP has scheduled any inspections at the Authority. Superintendent Genetelli responded that the Authority does not have any fines or violations and the DEP has suspended in person contact until July 1, 2020.
12. Public Comments: No public comments.
13. Adjournment: The meeting adjourned at 7:35pm.



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ALISON GORDON, SECRETARY