



**MINUTES
REGULAR MEETING
October 17, 2017**

1. The Meeting was called to order at 7:30pm.
2. The Secretary read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Danubio, Gabbert, Kelaher, Lo Iacono, Plumley and Chairman Kasparian. The following Commissioner was absent: DePhillips.

Also present were Treasurer Todd Sherer, Board Secretary Alison Gordon, Executive Director Howard Hurwitz, Assistant Executive Director James Rotundo, Superintendent Robert Genetelli, Authority General Counsel Joseph Garcia, Esq., Authority Consulting Engineer Keith Henderson and Authority Auditor Robert McNinch.

4. The Chairman Remarks: No Remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – September 19, 2017: Commissioner Danubio motioned to approve the minutes from the September 19, 2017 Regular Meeting and was seconded by Chairman Kasparian. The motion carried. Commissioner Plumley abstained.
6. Public Comments: No Public Comments.
7. Consideration for approval list of Resolutions dated October 17, 2017.
 - a. The Commissioners voted on Resolution No. 64-2017 through 67-2017 by Consent Resolution. Commissioner Chewcaskie offered the Consent Resolution and Commissioner Gabbert seconded. All present Commissioners voted yes.

Resolution No. 64-2017 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for September 2017 and Health and Dental Benefits for October 2017 as follows: Payroll Account: \$188,838.90; Tax Deposit Acct: \$86,474.36; Health Benefits Contribution-Employer: \$103,143.00; Health Benefits Contribution Employee: \$17,334.93; Dental Benefits – August: \$4,209.20; PERS and Contributory Insurance: \$31,980.85; DCRP – Employer: \$12.50; DCRP – Employee: \$22.92; Operating Account: \$238,984.72; General Improvement Account: \$89,233.80; 2015 WWT Project Account: \$945.00.

Resolution 65-2017 – Approval of Change Order No. 1 for Contract No. 279 – Trunk Sewer West Lining: Several items of this contract have been reduced to reflect actual field conditions. Additionally, during preliminary field investigation it was determined that 343 linear feet of piping on College Road is in need of rehabilitation, thereby resulting in additional costs of the project. The Authority’s engineer has prepared a change order and recommends it be approved. The net increase of the project cost as a result of this change order is \$29,140. This resolution approves the change order.

Resolution No. 66-2017 – Authorization to enter into a Shared Services Agreement with the Township of Wyckoff: This resolution authorizes the Authority to enter into a shared services agreement with the Township of Wyckoff for a period of two (2) years to act as the Township’s New Jersey Licensed Operator and perform daily monitoring of the town’s 3 wastewater pump stations and to perform repair, corrective actions and respond to pump station alarms during normal business and non-business hours.

Resolution No. 67-2017 – Resolution Ratifying Emergency Purchases and Contracts caused by a disintegrated pipe in Midland Park, New Jersey: On or about July 27, 2017, the Authority conducted an inspection of the 18” Ho-Ho-Kus Sewer Trunk West Interceptor and discovered a five foot section of pipe had disintegrated causing a high risk of a collapse of the sewer line in Midland Park, NJ. It was determined that in order to preserve the public safety and health of the surrounding residents and the environment that repair of the disintegrated pipe should occur immediately. The necessary Emergency Procurement Report was filed with the Division of Local Government Services. The total cost for the emergency purchases related to this matter was \$82,869.86 and was provided by J. Fletcher Creamer & Sons, Inc. This Resolution ratifies the emergency procurement for the repairs to the disintegrated pipe in Midland Park, NJ.

- b. Motion 17-06: Chairman Kasparian offered Motion 17-06, Commissioner Danubio seconded. The motion carried.

This motion approves the attendance of the following individuals to the Association of Environmental Authorities’ 2017 Annual Meeting Conference and/or the New Jersey State League of Municipalities in Atlantic City, New Jersey: Howard Hurwitz, James Rotundo, John DeRienzo and Michael Kasparian.

- 8. 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 – Rehabilitation of the Ho-Ho-Kus Trunk Sewer East lining by J. Fletcher Creamer & Son, Inc. is underway.
 - e. Strategic Plan Subcommittee – Nothing further to report.
 - f. Building and Grounds Committee – Nothing further to report.
 - g. Safety and Security Committee – Work for the Security Improvements Project for the bollards installation is set to begin at the end of October.
9. Report of Treasurer – Short term investments – Approximately \$3 million is being held at Sussex Bank at a rate of 0.90%. Approximately \$4.5 million is being held at Santander Bank at a rate of 0.80% and approximately \$700,000 is being held at Sussex Bank at 0.85%.

Monthly Financial Statement ending September 30, 2017: Revenues are approximately \$700,000 above budget while expenses are under budget by approximately \$600,000.

10. Report of Counsel – Nothing further to Report.
11. Report of Engineer – The Wastewater Treatment Plant Improvements and Pump Station Improvements Projects are still awaiting NJDEP approval and authorization to go to bid. It is anticipated to receive authorization shortly and to bid those projects at the end of this year/beginning of next year.

Oakland Sewers: There was a meeting on October 13, 2017 between the Authority and the Borough of Oakland. The NJDEP has agreed to a sewer service area in the Borough with a capacity of 500,000 gallons per day. The Borough will have to amend their Wastewater Management Plan (WMP) and once that is approved then the Authority's WMP will need to be amended as well. T&M will begin to review information and plans from Boswell Engineering, the Borough's engineer, and will develop options for the Authority along with what the associated costs to those options would be.

12. Report of Executive Director – The Authority is currently exploring alternate funding sources for upcoming capital projects.

The September 2017 committed flow was 8.2 million gallons per day.

13. Report of Superintendent – The Authority is continuing to inspect interceptors to detect any piping in need of rehabilitation.
14. Old Business: No old business.
15. New Business: No new business.
16. Public Comments: No public comments.

17. Adjournment: Commissioner Gabbert made a motion to adjourn the Regular meeting at 7:33pm and was seconded by Chairman Kasparian.



ALISON GORDON, SECRETARY