



**NORTHWEST BERGEN COUNTY  
UTILITIES AUTHORITY**

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**MINUTES SPECIAL MEETING  
OCT. 2, 2012**

1. Meeting called to order by Chairman at 7:00 p.m.
2. Chairman read the statement in compliance with C. 231, PL 1975.
3. Roll Call: the following Commissioners were present: Dachnowicz, DePhillips, Kasparian, Kelaher, Plumley, Salazer, Chewcaskie. The following Commissioners were absent; DaPuzzo, Gabbert.
4. Salute to the Flag was led by the Chairman.
5. Chairman's Remarks. Over the past month the Finance Committee and the staff have been working on the budget and Mr. Lerch is here to address any questions or concerns with respect to the budget. At the Finance Committee meeting there were some minor amendments to the budget which were incorporated. Everyone has received a copy of the budget document including a summary that the Executive Director has prepared. The most important aspect of the budget is that we have engaged a program that is intended to reduce the service fees to our member municipalities by 2% a year. This will be based upon available funds. As a result of reserves for debt service becoming available in the middle of 2013 it will allow us to have the service charges reduced by 2% for 2013. That is the most important aspect of the budget. The operating costs are fairly stable and most of the increases are as a result of labor costs, contracts and other items. Where some costs have gone up others have gone down.
6. 2013 Preliminary Budget.

Commissioner DePhillips had a question about procedure on passing of the budget. It was explained by the Executive Director that this is a public hearing on the preliminary budget which is due in Trenton by Nov.1<sup>st</sup>. They will review the budget in detail and may have some questions which will be answered. Then on Dec.4<sup>th</sup> there will be a public meeting to adopt the preliminary budget as approved by the Div.of Local Government. It was also pointed out that the Authority is not bound by a 2% cap in their Operating Budget as the municipalities are. We have a 2% increase this year as a result of labor costs and pension and benefit costs going up but this is more than offset by a reduction in debt service costs.

We try to be as conservative as possible with revenues in terms of what we are

losing in connection fees and investment income. Where we are increasing is with septage and sludge. We are also getting involved with a number of interlocal agreements for use of our TV truck and contract operations. We try to service the municipalities which brings in a revenue stream.

The preliminary service charges for 2013 will be available in late November and will be distributed to our member municipalities. The final service charges for 2013 will be available for approval by the January 2013 meeting to be accepted and distributed to the municipalities by January 15, 2013 according to our trust indentures and service contracts. We cannot distribute anything final until we have completed and adopted our final budget.

7. Discussion on the Resolution by the Commissioners to accept the 2013 Preliminary Budget and Capital Budget.

The Chairman asked for any further questions.

There were no further questions.

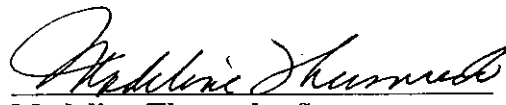
8. Public Comments. The Chairman opened the meeting for public comments.

There were no public comments at this time.

9. Vote on the Resolution.

Resolution No.56-2012 Preliminary Budget for fiscal year January 1, 2013 to December 31, 2013. Resolution was offered by Commissioner Kasparian, seconded by Commissioner Plumley. All Commissioners present voted in favor of the resolution.

10. Adjournment. Motion to adjourn and proceed into the Work Session was made by Commissioner Kasparian, seconded by Commissioner DePhillips. All Commissioners present voted to adjourn at 7:25 p.m.

  
Madeline Thumudo, Secretary