



**MINUTES  
REGULAR MEETING  
October 16, 2018**

1. The Meeting was called to order at 7:50pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Duch, Kelaher, Lo Iacono, Mongelli, Ortega, Plumley and Chairman Kasparian.

Also present were Treasurer Todd Sherer, Board Secretary Alison Gordon, Executive Director James Rotundo, Authority Engineer Howard Hurwitz, General Counsel Douglas Bern, Esq., Authority Auditor Robert McNinch and Consulting Engineer Nicholas Rotonda. Superintendent Robert Genetelli was absent.

4. The Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
  - a. Regular Meeting – September 12, 2018: Commissioner Ortega motioned to accept the minutes from the September 12, 2018 Regular Meeting, Chairman Kasparian seconded the motion. The motion carried. Commissioners Bonagura, Chewcaskie and Mongelli abstained.
6. Public Comments: No public present.
7. Consideration for approval list of Resolutions dated October 16, 2018.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 101-2018 through 110-2018. Commissioner Chewcaskie offered the Consent Agenda and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 101-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for September 2018 and Health and Dental Benefits for October 2018 as follows: Payroll Account: \$213,045.63; Tax Deposit Acct: \$92,409.33; Health Benefits Contribution-Employer: \$113,949.77; Health Benefits Contribution Employee: \$4,573.47; Dental Benefits: \$4,196.64; PERS and Contributory Insurance: \$32,984.19; Operating Account: \$346,491.20; General Improvement Account: \$41,155.56.

Resolution 102-2018 – Amendment to the 2018 Authority Capital Budget: The Authority has reviewed the status of the 2018 capital projects and determined that an amendment is required to reduce and reallocate the overall 2018 capital budget to projects of greater priority to the Authority and the Authority's sewer system.

The original 2018 capital budget was \$8,495,000 and has been amended to \$4,905,000. The specific budgets per project are outlined in the Resolution. Two certified copies of this Resolution will be filed with the Division of Local Government Services for certification of the Authority budget so amended.

Resolution No. 103-2018 – Adoption of Bank Resolutions for Santander Bank: The Authority wishes to continue its banking relationship with Santander Bank. In order to do so, the Authority must adopt certain resolutions which are outlined in the Resolution.

Resolution No. 104-2018 – Adoption of Bank Resolutions for SB One Bank: The Authority wishes to continue its banking relationship with SB One Bank, formerly known as Sussex Bank. In order to do so, the Authority must adopt certain resolutions which are outlined in the Resolution.

Resolution No. 105-2018 – Appointment of Trustee with Respect to the Trust Indenture between the Northwest Bergen County Utilities Authority and the Bank of New York Mellon dated as of November 1, 2010, as Amended and Supplemented: The Authority solicited quotes and received proposals for trustee services from M&T Trust Company, US Bank National Assoc. and the Bank of New York Mellon. The Authority appoints M&T Trust Company as successor trustee to the Bank of New York Mellon pursuant to and in accordance with the Trust Indenture for each series of revenue bonds currently outstanding thereunder and to be issued thereunder, unless the current trustee, BNY Mellon, reduces their annual fee to a maximum of \$1,250 per series, and delegates to the Executive Director the authority to negotiate a lesser fee per series. If such reduction occurs, then the BNY Mellon shall continue as trustee and shall be appointed on the 2018 bonds to be issued by the New Jersey Infrastructure Bank and the State of NJ.

Resolution No. 106-2018 – Promotion of Edwin Walker to Collection System Supervisor: There presently exists a need for a collection system supervisor due to the retirement of Angelo DiPaola. Edwin Walker has served in the position of assistant collection system supervisor since May 29, 2018 and it has been determined that Mr. Walker is competent, qualified and experienced to perform the job of collection system supervisor. This resolution promotes Mr. Walker to the position of collection system supervisor effective October 1, 2018 at an annual salary of \$84,000.

Resolution No. 107-2018 – New Hire – Vincent Grosso as O&M Helper: There presently exists a need for an O&M Helper. It has been recommended by the Executive Director and Superintendent to hire Vincent Grosso. This Resolution employs Mr. Grosso as an O&M Helper effective September 24, 2018 subject to a one hundred eighty day (180) probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 108-2018 – New Hire – Elijah Bueno as O&M Helper: There presently exists a need for an O&M Helper. It has been recommended by the Executive Director and Superintendent to hire Elijah Bueno. This Resolution

employs Mr. Bueno as an O&M Helper effective October 1, 2018 subject to a one hundred eighty day (180) probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 109-2018 – New Hire – Shane Kelsey as O&M Helper: There presently exists a need for an O&M Helper. It has been recommended by the Executive Director and Superintendent to hire Shane Kelsey. This Resolution employs Mr. Kelsey as an O&M Helper effective October 9, 2018 subject to a one hundred eighty day (180) probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 110-2018 – Appointment of Human Resources Officer, John DeRienzo: The Authority requires the role of a Human Resources Officer which includes duties of participating in the negotiations of collective bargaining agreements, interpreting collective bargaining agreements, reviewing employment relations issues and grievances and assisting in the resolution of same, amongst other things. James Rotundo was previously fulfilling the duties of the Human Resources officer prior to his promotion to Executive Director and he can no longer perform these duties due to his current position. The Authority has deemed John DeRienzo eminently capable of performing these duties. This resolution appoints John DeRienzo as the Authority's Human Resources Officer effective October 22, 2018 with a salary increase of \$5,000, making his annual salary \$76,750.

- b. MOTION 18-02: Attendance to the 2018 Association of Environmental Authorities and the New Jersey League of Municipalities Conferences in Atlantic City, NJ in November 2018. Commissioner Lo Iacono offered the motion as amended and Commissioner Mongelli seconded. The motion carried. This motion allows for attendance by all Commissioners, James Rotundo and John DeRienzo to these two conferences through the Authority.

#### 8. Report of Committees:

The 2018 Committee assignments were updated during the Work Session as reflected below:

Operating Committee: Brian Chewcaskie, Chair. Members: Frank Kelaher, Dennis Bonagura

Strategic Plan Subcommittee: Michael Kasparian, Chair. Members: Stephen Lo Iacono, Marianne Ortega

Personnel: Frank Kelaher Members: Thomas Duch

Finance: Stephen Lo Iacono, Chair. Members: Dennis Bonagura, Thomas Duch, Todd Sherer, Treasurer

Buildings and Grounds: Frank Kelaher, Chair. Member: Marion Plumley

Insurance: Marion Plumley, Chair. Members: Bart Mongelli

Public Relations & Communications: Marion Plumley, Chair. Members: Marianne Ortega

Safety & Security: Frank Kelaher, Chair. Members: Bart Mongelli

- a. Strategic Planning: Wyckoff Update: The Knolls Section Sanitary Sewer System Project has been advertised. Bid packages are due on November 7, 2018.
  - b. Safety & Security: The Authority's Consulting Engineer, T&M Associates, has been asked to do an assessment of the Authority's emergency preparedness/response plans to identify areas of vulnerability in the event of devastating storms and natural disasters.
9. Report of Treasurer: A monthly financial statement ending September 30, 2018 was distributed to the Board. Short Term investments: Approximately \$900,000 is invested at SB One Bank earning an interest rate of 1.80%; approximately \$4.9 million is invested earning a rate of 1.85%. Treasurer Sherer noted that in October 2017, the interest rates the Authority was receiving was averaging 0.80%.
  10. Report of General Counsel: At the Work Session, Mr. Bern provided the Board with a draft Memorandum of Agreement with the Borough of Oakland that he has prepared based on discussions with the Borough's attorney. The Authority is considering charging the Borough of Oakland as a contract customer instead of as a member of the Authority. The MOA would lock in the current connection rate for the Borough to pay over the next 20 years to guarantee 300,000 gallons of capacity at the Authority's plant. The draft MOA will be circulated to the Board for their comments and input and hopefully at the next meeting, the MOA can be adopted by the Authority.
  11. Old Business: No old business.
  12. New Business: No new business.
  13. Public Comments: No public Comments.
  14. Adjournment: The meeting adjourned at 7:58pm.

  
ALISON GORDON, SECRETARY