



**MINUTES  
REGULAR MEETING  
June 16, 2020**

1. The Meeting was called to order at 7:25pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present via telephone conference call on Zoom: Bonagura, Duch, Jordan, Kelaher, Lo Iacono, Ortega, Plumley and Chairman Kasparian. Commissioner Mongelli was absent.

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

4. Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
  - a. Regular Meeting – May 19, 2020: Commissioner Lo Iacono motioned to accept the minutes, Chairman Kasparian seconded the motion. The motion carried.
6. Public Comments: No public was present.
7. Consideration for approval list of Resolutions dated June 16, 2020.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 61-2020 through 64-2020. Commissioner Duch offered the Consent Agenda and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 61-2020 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for May 2020 and Health and Dental Benefits for June 2020 as follows: Payroll Account: \$212,679.00; Tax Deposit Acct: \$95,681.91; Health Benefits Contribution-Employer: \$107,493.03; Health Benefits Contribution Employee: \$4,572.22; Dental Benefits: \$4,149.64; PERS and Contributory Insurance: \$31,849.36; Operating Account: \$295,474.94; General Improvement Account: \$178,159.32.

Resolution No. 62-2020 – Authorization to Adjust Connection Fee: On June 16, 2020 the Authority held a Public Hearing prior to the Regular Meeting on the Connection Fee for 2020. There was no public present at the meeting and therefore no public comments concerning the 2020 Connection Fee. Wielkocz & Company, LLC prepared a 2020 Sewer Connection Fee Rate Study Update in accordance with the formula set forth in N.J.S.A 40:14B-22. In the Report the cost of the connection fee was calculated at \$5,797, a \$36.00 decrease from the 2019 fee of \$5,833. This Resolution establishes the 2020 Sewer Connection Fee Rate as \$5,797 per service unit.

Resolution No. 63-2020 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority authorizing Stipend and License Incentive Payments to Supervisory Employees: The Authority encourages all employees to obtain licenses and pursue trades that benefit the Authority. Several supervisory employees possess licenses and/or have provided services in a skilled trade that confer benefits on the Authority. This resolution authorizes payment of incentives to those supervisory employees.

Resolution No. 64-2020 – Resolution increasing the Bid Threshold pursuant to NJSA 40A:11-3 and NJAC 5:34-5.4: This resolution authorizes the Authority to increase its bid threshold from \$40,000 to \$44,000. The new quote threshold will be \$6,600 which is 15% of the bid threshold.

8. Report of Committees:

- a. Personnel Committee: At the Work Session, it was reported the Authority is in the process of hiring to fill vacant positions within the plant.
- b. Insurance Committee: At the Work Session, Commissioner Plumley gave a follow up report to last month's report concerning Flood coverage. The NJUAJIF policies do not cover properties within A, E or V Flood Zones. Nick Rotonda is going to review the properties to see if any Pump stations are classified in these Zones.
- c. Operating Committee: At the Work Session, Authority Engineer Hurwitz discussed the installation of a sludge cake receival facility at the Plant. The Authority has a conceptual design of the facility. The cost to construct and install the facility is approximately \$1 million and will generate approximately \$1 million in revenue per year. The Authority intends to visit other facilities to see how theirs are designed and installed. It is too early in the process to determine the funding source for the construction. It is possible for the Authority to go to bid at the end of this year and begin construction in 2021.

9. Report of Treasurer: There is approximately \$12 million in short term investments earning interest ranging from .1% to .75%. A monthly financial statement ending May 31, 2020 was distributed to the Board.

10. Old Business: No old business.

11. New Business: No new business.

12. Public Comments: No public present.

13. Adjournment: The meeting adjourned at 7:29pm.

  
ALISON GORDON, SECRETARY