



**MINUTES
REGULAR MEETING
June 20, 2017**

1. The Meeting was called to order at 7:20pm.
2. The Secretary read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, DePhillips, Gabbert, Kelaher, Plumley and Chairman Kasparian. The following Commissioners were absent: Chewcaskie, Danubio and Lo Iacono.

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

Marc Schrieks, Deputy Chief of Staff from the County of Bergen was also in attendance.

4. Salute to the Flag was led by the Chairman.
5. The Chairman Remarks:
 - a. 2017 Committee Appointment: Chairman Kasparian appointed Commissioner Lo Iacono to the Finance Committee.
6. Consideration for approval of minutes:
 - a. Regular Meeting – May 16, 2017: Commissioner Gabbert motioned to approve the minutes from the May 16, 2017 Regular Meeting and was seconded by Commissioner Bonagura. The motion carried.
 - b. Public hearing – May 16, 2017: Commissioner Kelaher motioned to approve the minutes from the May 16, 2017 Regular Meeting and was seconded by Commissioner Kasparian. The motion carried.
7. Public Comments: Frank Palladino, 18 Sycamore Drive, Waldwick, NJ: Mr. Palladino asked what the expected start date would be for the Wastewater Treatment Plant Improvements project now that it is delayed. Mr. Henderson advised that construction would likely start in summer 2018.

During the Work Session, Chairman Kasparian advised the Board that there are no updates on sewer expansion plans in municipalities like Franklin Lakes, Wyckoff and Oakland

which would help to increase the flow to our facility. Mr. Palladino expressed that he does not see the benefit of the Authority pushing municipalities to build sewer infrastructure if they are not interested nor want to take on the financing of such infrastructure.

8. Consideration for approval list of Resolutions dated June 20, 2017.

- a. The Commissioners voted on Resolution No. 43-2017 through 48-2017 by Consent Resolution. Commissioner DePhillips offered the Consent Resolution and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 43-2017 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for May 2017 and Health and Dental Benefits for June 2017 as follows: Payroll Account: \$195,719.95; Tax Deposit Acct: \$95,491.10; Health Benefits Contribution-Employer: \$108,220.00; Health Benefits Contribution Employee: \$13,547.31; Dental Benefits: \$4,165.82; PERS and Contributory Insurance: \$33,835.51; PERS and Contributory Insurance – 1st quarter Retro, Administration: \$482.82; DCRP – Employer: \$12.50; DCRP – Employee: \$22.92; Operating Account: \$416,653.97; General Improvement Account: \$75,010.42; 2015 WWT Project Account: \$555.00.

Resolution 44-2017 – Resolution designating James Rotundo as the Authority’s Certifying Officer for purposes of Compliance with NJAC 5:30-5.3 through 5.5: This Resolution designates James Rotundo as the Authority’s Certifying Officer for the purpose of, among other things, certifying the availability of adequate funds prior to award of contracts.

Resolution No. 45-2017 – 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. 4 supervisory employees possess licenses that confer benefits on the Authority. 3 supervisory employees have provided services to the Authority in a skilled trade. This resolution authorizes payment to Bart Brophy for License Incentive of \$5,250; Angelo DiPaola for license incentive of \$3,750; Alexander Lerch for License Incentive of \$1,500; Robert Genetelli for license incentive of \$6,000, William Eletto a trade stipend for \$1,000; Angelo DiPaola a trade stipend for \$1,000; and Andrew Agugliaro a trade stipend of \$1,000.

Resolution 46-2017 – Authorization to Award Contract No. 279 – Trunk Sewer West Lining Project: The Authority received bid proposals on June 7, 2017 for Contract No. 279 as follows: Allstate Power Vac, Inc - \$232,485; Insituform Technologies, Inc. - \$241,575; Arold Construction Co., Inc. - \$296,500; EN-TECH Corp. - \$311,655; AM-Liner East, Inc. - \$453,375. The Authority’s Consulting Engineer and General Counsel have reviewed the bid proposals and have recommended the Contract be awarded to Allstate Power Vac, Inc. The Authority’s Certifying Finance Officer has certified that funds are available for the award of

this contract. This Resolution awards Contract No. 279 to Allstate Power Vac in the total sum of \$232,485.

Resolution No. 47-2017 – Proposed Sanitary Sewer Extension – 221 East Crescent Avenue, Allendale, NJ: An application was submitted by Allendale Heights, LLC on behalf of the Borough of Allendale for a proposed sanitary sewer extension which would provide sanitary sewer services to 10 proposed single family dwellings. The projected average daily flow for this project is 3,000 gallons per day; an additional 2,700 gallons per day and 9 additional residential EDUs will become tributary to the Authority’s system from the Borough of Allendale. This resolution approves this application subject to the fulfillment of certain terms and conditions by the Applicant.

Resolution No. 48-2017 – 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, 2016 with a termination date of May 31, 2017 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 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. The agreement is for a period of one (1) year. This resolution authorizes the Authority to enter into such agreement and for the Chairman or Vice-Chairman to execute.

- b. Motion 17-03: Commissioner DePhillips made a motion to grant a 90 day unpaid leave of absence for Alexander Lerch, Electrical Supervisor beginning July 17, 2017. Commissioner Gabbert seconded the motion. The motion carried.

9. 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 – Contract No. 271 – Aeration Blower Tank Improvements: This Project is underway. At this stage of construction a lot of the equipment that needs to be removed has been demolished.
- e. Strategic Plan Subcommittee – Nothing further to report.
- f. Building and Grounds Committee – Nothing further to report.

- g. Safety and Security Committee – The Security Improvements Project is currently out to bid with a due date of June 28, 2017.

- 10. Report of Treasurer – Short term investments – Approximately \$1.7 million is being held at Sussex Bank at a rate of 0.82%. Approximately \$2.2 million is being held at Sussex Bank at a rate of 0.80% and approximately \$5 million is being held at Santander Bank at 0.55%.

Monthly Financial Statement ending May 31, 2017: Revenues are approximately \$200,000 above budget while expenses are under budget by approximately \$300,000.

- 11. Report of Counsel – Nothing further to Report.

- 12. Report of Engineer – Contract No. 273 – Wastewater Treatment Plant Improvements: This project has been delayed and the bid opening canceled. There is a portion of the project being redesigned and once prepared the modified specifications will be submitted to the NJDEP for approval. Additionally, the second Wastewater Treatment Plant Improvements project will be combined with the modified specifications for Contract No. 273 and will just be one contract.

- 13. Report of Executive Director – Nothing further to report.

- 14. Report of Superintendent – Nothing further to report.

- 15. Old Business: No old business.

- 16. New Business: No new business.

- 17. Public Comments: No public comments.

- 18. Adjournment: Commissioner DePhillips made a motion to adjourn the Regular meeting and was seconded by Commissioner Kasparian. The meeting adjourned at 7:28pm.


ALISON GORDON, SECRETARY