



**MINUTES  
REGULAR MEETING  
November 20, 2018**

1. The Meeting was called to order at 7:29pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Duch, Kelaher, Lo Iacono, Ortega, Plumley and Chairman Kasparian. Commissioner Mongelli was absent.

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

4. The salute to the Flag was led by the Chairman.
5. The Chairman Remarks: No remarks.
6. Consideration for approval of minutes:
  - a. Regular and Special Meetings – October 16, 2018: Commissioner Chewcaskie motioned to accept the minutes from the October 16, 2018 Regular and Special Meetings, Commissioner Kelaher seconded the motion. The motion carried.
7. Public Comments: No public present.
8. Consideration for approval list of Resolutions dated November 20, 2018.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 111-2018, 113-2018 through 118-2018. Commissioner Chewcaskie offered the Consent Agenda and Commissioner Duch seconded. All present Commissioners voted yes.

Resolution No. 111-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for October 2018 and Health and Dental Benefits for November 2018 as follows: Payroll Account: \$230,587.75; Tax Deposit Acct: \$101,427.18; Health Benefits Contribution-Employer: \$115,327.61; Health Benefits Contribution Employee: \$4,515.35; Dental Benefits: \$4,137.17; PERS and Contributory Insurance: \$31,658.84; Operating Account: \$361,302.35; General Improvement Account: \$645,766.76.

Resolution 113-2018 – Authorization to increase the Budget of T&M Associates for the Engineering related to the Ho-Ho-Kus Trunk Sewer East Interceptor

Rehabilitation Project: T&M Associates was previously retained as Consulting Engineer for the referenced project with a do not exceed budget of \$54,000. T&M has requested an increase of \$55,500 due to various tasks related to the Project. This resolution authorizes the increase, amending the agreement between the Authority and T&M Associates to increase the not to exceed budget to \$109,500. The Original resolution and Agreement shall remain in full force and effect.

Resolution No. 114-2018 – Resolution to Engage the Services of T&M Associates to Provide the Engineering Professional Services Required for the Interceptor System Rehabilitation Project related to Planning and Design: The Authority requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the planning and design for the referenced project which will be funded with loan assistance from the NJEIFP and the NJIB. T&M Associates has proposed to provide these services at a cost of \$100,000. T&M Associates was appointed as the Authority’s 2018 Consulting Engineer via an RFQ process. This resolution authorizes the Chairman to execute an Agreement with T&M Associates to provide Engineering and Professional services for this project. The Executive Director and Authority Engineer are authorized to execute such other documents and undertake such other tasks that are reasonably required to carry out and consummate the transactions contemplated by the Agreement. This award will be published in the Authority’s official newspaper as required by law.

Resolution No. 115-2018 – Authorization to Award Contract – Knolls Section Sanitary Sewer System: The Authority received three (3) bid proposals on November 7, 2018 for the referenced contract. The bids were as follows: Hutton Construction - \$398,109.00; John Garcia Construction - \$401,229.50; J. Fletcher Creamer & Son, Inc. - \$597,885.00. The Authority’s Engineer, Boswell Engineering, and General Counsel Douglas Bern, Esq. have reviewed the bid proposals and have found Hutton Construction to be the lowest responsible bidder. The Authority’s Certifying Finance Officer has certified there are available funds to award this contract. This Resolution awards the Knolls Section Sanitary Sewer System to Hutton Construction of Cedar Grove, NJ.

Resolution No. 116-2018 – Authorization to Retain Boswell Engineering for Engineering Services related to Construction Administration for the Knolls Section Sanitary Sewer System Project: Boswell Engineering was previously retained as Consulting Engineer to provide engineering services related to data collection and survey, geotechnical investigation, design and treatment works approval permit application and Regulatory Permitting for the Wyckoff, Knolls Section Sanitary Sewer System Project. The Authority has awarded a contract for the referenced project and therefore requires engineering services for construction administration. This resolution authorizes an agreement with Boswell Engineering to provide consulting engineering related to Construction Administration for the Project with a not to exceed compensation amount of \$36,000.

Resolution No. 117-2018 – Authorization to Enter into Shared Services Agreements related to Sanitary Sewer Cleaning and CCTV Inspection Services:

This Resolution authorizes the Authority to enter into shared services agreements for the 2019-2020 calendar years related to providing the services of Sanitary Sewer Cleaning and CCTV Inspections and further for the Executive Director to execute any such agreement on behalf of the Authority.

Resolution No. 118-2018 – Award of Contract – Polymer: The Authority received one (1) bid for the delivery of liquid grade organic polymer on October 10, 2018. The bid received was from Polydyne, Inc. in the amount of \$0.135 per pound. This resolution awards the contract for Polymer to Polydyne, Inc. at a price of \$0.135 per pound for a period of two (2) years.

9. Report of Treasurer (given by Executive Director Rotundo at the Work Session): A monthly financial statement ending October 31, 2018 was distributed to the Board. Approximately \$9.1 million is in short term investments earning interest ranging from 1.68% to 1.85%.
10. Report of General Counsel: Borough of Oakland Memorandum of Agreement: The status of the MOA was discussed at the Work Session. A resolution will be on the December meeting agenda to adopt the MOA.
11. Report of Consulting Engineer: Mr. Rotonda advised the Board at the Work Session that the Ho-Ho-Kus Trunk Sewer East Interceptor Rehabilitation Project is almost complete. Work is still being done behind the Hermitage, however the Contractor will be out of the yards of the residential properties on Stone Ridge Lane by November 21<sup>st</sup>. Additionally, the Bypass has also been removed.
12. Report of Executive Director: During the Executive Director's report at the Work Session, Chairman Kasparian asked Executive Director Rotundo to set up a meeting with Cues, a company that provides CCTV Inspection equipment and technology.
13. Old Business: No old business.
14. New Business: No new business.
15. Public Comments: No public Comments.
16. Adjournment: The meeting adjourned at 7:32pm.

  
ALISON GORDON, SECRETARY