



**NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY**

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**MINUTES
REGULAR MEETING
DEC. 6, 2011**

1. **The Chairman called the Meeting to order at 7:50 p.m.**
2. **The Chairman read the statement in compliance with C.231, PL 1975.**
3. **Roll Call: the following Commissioners were present: Dachnowicz, Kasparian, Kelaher, Plumley, Rotonda, Shafron, Dator. The following Commissioner was absent: Chewcaskie**
4. **Salute to the Flag. The Salute to the Flag was led by the Chairman at the Public Hearing which preceded this meeting.**
5. **Chairman's remarks. Appointment of Public Relations and Security & Safety Committees. Marion Plumley will head the Public Relations Committee and Frank Kelaher the Security & Safety Committee.**

The Chairman also complimented the staff for all their hard work over the Thanks giving holiday when our incinerator went down. He pointed out to everyone that the Authority operates 24 hours a day 7 days a week and no matter what happens we have people that need to be here, whether it be a hurricane, snowstorm or equipment failure. This year has been a real test of our employees. He complimented all of the employees on their dedication and hard work.

6. **Approval of Minutes.**

Regular Meeting of Nov. 1, 2011. Commissioner Kasparian made a motion to approve the minutes as presented, seconded by Commissioner Kelaher. All Commissioners present voted in favor of approving the minutes of the Regular Meeting of Nov. 1, 2011.

7. **Public Comments. No public comments at this time.**
8. **Consideration for approval list of Resolutions attached dated Dec. 6, 2011.**

All Resolutions were discussed during the work session.

Resolutions #87-2011 through #92-2011. All Resolutions were moved by consent by Commissioner Rotonda, seconded by Commissioner Shafron. All Commissioners present voted in favor of the Resolutions.

Resolution #87-2011. Approval of Vouchers, Payroll Transfers, Payroll Tax Deposits and Pensions and Benefits Transfers for the month of Nov. 2011 and Health and Dental Benefits for Dec. 2011. Payroll Account \$281,972.75; Tax Deposit Account , \$101,590.20; PERS and Contributory Insurance \$25,627.79; Health Benefits \$85,820.98; Dental Benefits \$5,056.10; DCRP Employee Contribution \$27.09; DCRP Employer Contribution \$12.50; Operating Account \$427,841.03; General Improvement Account \$416,700.00; 2009A Project Account \$63,643.30; 2010 WWT Project Account , \$294,938.73.

Resolution #88-2011 Resolution of the NBCUA authorizing the implementation of a Flexible Spending Account This resolution is to conform to PL 2011 c.78 adopted on June 28, 2011 which provides for major reform for pension and health benefits for public workers in the State of New Jersey. The Authority Executive Director is authorized to implement a flexible spending account with Discovery Benefits effective Jan. 1, 2012 through Dec. 31, 2012.

Resolution #89-2011. Participation in Bergen County Blood Borne Pathogens Compliance Program. This resolution is to continue our participation in this program for 2012 at a cost of \$2,650.00 for a one year period of time.

Resolution #90-2011. Resolution authorizing Executive Director to enter into a Professional Services Contract with Valley Health Medical Group regarding the coordination and conduct of Alcohol and Drug Testing Services. This resolution is to continue our participation with Valley Health Medical to conduct alcohol and controlled substance abuse program at the Authority covering, among others, holders of Commercial Drivers Licenses for 2012.

Resolution #91-2011. Resolution for proposed sewer extension, Crescent Commons, 303 West Crescent Ave., Block 904, Lots 10-14 & 31, Borough of Allendale. This resolution is to approve a proposed connection to service a 23 unit multi-family/special needs housing development in Allendale which will project an additional 18 EDUs to the Authority from Allendale.

Resolution #92-2011. Authorization to deposit estimated compensation for Franklin Lakes Sanitary Sewer Project Easements (3) per N.J.S.20:3-18, Borough of Franklin Lakes. This resolution is to authorize the issuance of checks to the order of the Clerk, Superior Court of NJ for deposits of estimated compensation for the following easements: \$38,200 for proposed easements at Block 1514, Lot 3.01; \$78,500 for proposed easements at Block 1516.01, Lot 1.11; \$300,000 for (i) the proposed pump station easement located within Lot 1 in Block 1410, and (ii) sanitary sewer easements and temporary construction easements through portions of Lot 1.01 in Block 1400; Lot 1 in Block 1410 and Lot 2 in Block 1513.

9. **Reports of Committees (December 2011 Work Session Highlights)**

- A. **Finance Committee – 2012 Preliminary Service Charges were distributed to the towns. The Service Charges reflect a total to be raised of \$13.73 million from the municipalities; a reduction of \$281,714 (2.01%) from 2011. This reduction is not distributed equally among our users since the service charges are established by a formula which includes water use, EDUs and sewage flow. Service charge changes range from a reduction of 6.16% for Waldwick to an increase of 1.6% for Ramsey. Final charges will be calculated once flow information for the last weeks of November is available.**

The 2012 Annual Budget was adopted at the Public Hearing which preceded this meeting.

Finance Chairman reported that the optimal place for our forcemain is at Franklin Crossings and there have been several conversations with the owners of Franklin Crossings. Our Attorney handling Franklin Lakes sewer installation is Doug Bern and he has sent the ownership letter saying that we received an appraisal for the property of \$300,000.

- B. **Personnel Committee – Nothing to report.**
- C. **Insurance Committee – Recent changes to the NJ rules regarding employee health benefit costs require the Authority to offer an IRS Code Section 125 tax program and a Flexible Spending Account program. A Resolution was passed tonight to implement this program.**
- D. **Operating Committee – a report was presented during the Work Session. Highlights are as follows:**

Plant Operations – Plant operations were upset by a problem with the IDI incinerator. The incinerator was taken out of service on Nov. 19th caused by failure of two (2) fluidization tuyeres. The incinerator was cooled and repairs took place on Nov. 27-28. The incinerator was placed back in service on the morning of December 2nd.

Franklin Lakes Interceptor – A resolution was passed tonight for the acquisition of the three easements required for this project.

Discharge Permit Appeal – The Authority continues to pursue a Permit Modification to address ammonia discharge limits before the limit becomes effective.

Authority UV Project - Contractor has begun demolition of the existing system and will begin modification of the channel to accept the new equipment.

RFQ for Professional Services - The Authority will be advertising to receive qualification statements from professionals for 2012.

E. Buildings & Grounds – Commissioner Kelaher is looking into a Security Assessment of the Authority facilities and pump stations.

10. Report of Treasurer – Report was given by the Executive Director.

We have \$10.7 million invested of which \$1.8 million is in our general fund which is unrestricted and \$9 million in revenue accounts. With the exception \$2.7 million invested with the Bank of New Jersey at 1.25% the balance is at .07% interest. We have \$4.6 million invested in longer term treasuries which earn a larger amount of interest but they will be finished within the next two years. The Bond Reserve will come back to us but the reserves which were earning a significant amount of money will disappear and our interest income will fall drastically.

11. Report of Counsel – A written report was distributed to the Commissioners (copy attached).

12. Report of Engineer – A written report was distributed to the Commissioners (copy attached).

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

14. Report of Superintendent – Nothing further to report.

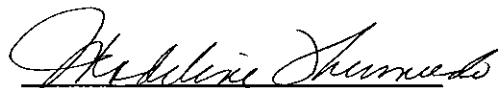
15. Old Business. No old business.

16. New Business. No new business.

17. Public comments (on subjects 8 through 17). No public comments.

The Chairman informed everyone that the January 2012 meeting will be changed from the 3rd to the 10th.

18. Adjournment. Motion to adjourn was made by Commissioner Kasparian, seconded by Commissioner Shafron. All Commissioners present voted to adjourn at 8:00 p.m.


Madeline Thumudo, Secretary