



**MINUTES
REGULAR MEETING
April 17, 2018**

1. The Meeting was called to order at 7:37pm.
2. The Secretary read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Danubio, Gabbert, Lo Iacono, and Chairman Kasparian. The following Commissioners were absent: Kelaher and Plumley.

Also present at the meeting was Treasurer Todd Sherer, Assistant Executive Director James Rotundo, Municipal Liaison John DeRienzo, Superintendent Robert Genetelli, Authority Counsel Douglas Bern, Esq., Authority Engineer Nicholas Rotonda and Board Secretary Alison Gordon. Executive Director Howard Hurwitz was absent.

4. The Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – March 20, 2018: Commissioner Chewcaskie motioned to accept the minutes from the March 20, 2018 Regular Meeting, Chairman Kasparian seconded the motion. The motion carried.
6. Public Comments: No public comments.
7. Consideration for approval list of Resolutions dated April 17, 2018.
 - a. Tabled Resolution No. 35-2018: Retention of Risk Manager pursuant to N.J.S.A. 19:44A-20.4: Commissioner Chewcaskie made a motion to remove the Resolution from the Table, Commissioner Danubio seconded. All Commissioners voted yes.

Commissioner Chewcaskie made motion to adopt Resolution 35-2018, Commissioner Lo Iacono seconded. The following Commissioners voted yes: Bonagura, Chewcaskie, Danubio, Lo Iacono and Kasparian. Commissioner Gabbert voted no.

Resolution No. 35-2018 – Retention of Risk Manager pursuant to N.J.S.A. 19:44A-20.4: Alamo Insurance Group, Inc. was found to be highly qualified and eminently capable of providing risk management services. This resolution retains Alamo Insurance Group, Inc. as Risk Manager for 2018, at a rate of 3% of the NJUJIF Annual Premium Assessment.

- b. The Commissioners voted on Resolution No. 36-2018, 47-2018 through 49-2018 and 51-2018 through 53-2018 by consent resolution. Commissioner Chewcaskie offered the Consent Resolution and Commissioner Gabbert seconded. All present Commissioners voted yes.

Resolution No. 36-2018 – Approval Change Order No. 1 for Contract No. 271 – Aeration Blower Replacement, Waste Sludge System Upgrade Project: The Contractor, Coppola Services, Inc., for Contract No. 271 has requested an extension of time for the completion of the Project. The Authority’s Engineer has reviewed the change order and determined it is necessary to provide an extension of time of 90 calendar days and recommends the change order be approved. The change order has no effect on the cost of the project. This Resolution approves Change Order No. 1 for Contract No. 271 making the new contract completion date July 2, 2018.

Resolution No. 47-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for March 2018 and Health and Dental Benefits for April 2018 as follows: Payroll Account: \$200,455.92; Tax Deposit Acct: \$90,437.80; Health Benefits Contribution-Employer: \$97,353.21; Health Benefits Contribution Employee: \$18,370.18; Dental Benefits: \$4,113.41; PERS and Contributory Insurance: \$32,644.33; PERS Annual Employer Appropriation: \$502,524.20; DCRP – Employer: \$12.50; DCRP – Employee: \$26.00; Operating Account: \$355,203.35; General Improvement Account: \$111,030.97; 2015 WWT Project Account: \$270.00.

Resolution No. 48-2018 – 2017 Audit Corrective Action Plan Certificate: In the Authority’s 2017 Audit, there were several comments and recommendations requiring action by the Authority and N.J.A.C. 5:31-7.6(i) requires a corrective action plan to be adopted in the form of a Resolution. A corrective action plan has been prepared and made part of the resolution. This resolution approves and adopts the Action Plan and directs the Authority Secretary to file a copy with the Director of the Division of Local Government Services.

Resolution No. 49-2018 – Regular Employment – Ernst Brehm, Collection System Operator: Ernst Brehm successfully completed his probationary period in the position of Collection System Operator on March 30, 2018. This resolution retains his as a regular employee in this position.

Resolution No. 51-2018 – Approval of Change Order No. 2 – Contract No. 280 – Trunk Sewer East Interceptor Rehabilitation: The Authority entered into this contract with J. Fletcher Creamer & Son, Inc. on September 14, 2017. There was a reduction for item 6 (miscellaneous work allowance) of the contract to reflect actual field conditions as more particularly described in Change Order No. 2. The decrease in project costs as a result of this Change Order is \$2,911.25. This Resolution approves the Change Order.

Resolution No. 52-2018 – Approval of Change Order No. 1 – Contract No. 281 – Trunk Sewer East Interceptor Bypass: The Authority entered into this contract with J. Fletcher Creamer & Son, Inc. on December 20, 2017. There was the addition of

Supplementary item S-1, 16" Gate Valve, as more particularly described in Change Order No. 1. The increase in project costs as a result of this Change Order is \$6,786.62. This Resolution approves the Change Order.

Resolution No. 53-2018 – Resolution Authorizing the Purchase of Energy Generation Services for Public Use on an Online Auction Website: The Authority has previously participated in the purchasing of electricity through an online reverse auction process and has been purchasing electric power at a fixed price for the past 24 months. This resolution authorizes the staff to participate in an online reverse auction through EMEX, LLC for the purchasing of electricity from third party suppliers for use by the Authority.

The Authority received a rate of \$0.085 per kWh. The new contract will be for 2 years and will apply to the Authority's Orange and Rockland Electricity bill for Darlington Pump Station.

- c. Resolution 50-2018 was voted on separately. Commissioner Danubio made a motion to adopt Resolution 50-2018, Chairman Kasparian seconded. The following Commissioners voted yes: Bonagura, Danubio, Gabbert, Lo Iacono and Chairman Kasparian. Commissioner Chewcaskie abstained.

Resolution No. 50-2018 – A Resolution Consenting to the Proposed Northeast Water Quality Management (WQM) Plan Amendment: The NJDEP publicly noticed in the New Jersey Register on March 19, 2018 a proposed Water Quality Management Plan Amendment prepared by Boswell Engineering for the Borough of Oakland. This Resolution provides consent by the Authority to the Northeast Water Quality Plan Amendment.

8. Report of Committees:

- a. Strategic Plan Subcommittee: Wyckoff Sewer Expansion Project – The Township's attorney is currently preparing a Shared Services Agreement between the Township and the Authority for this project.

9. Report of Treasurer: Short term investments – Approximately \$5.6 million is being held at Sussex Bank at a rate of 1.15%. Approximately \$1.5 million is being held at Santander Bank at 1.08%.

10. Report of Counsel: Mr. Bern reported during the Work Session that the Authority received correspondence from the Village of Ridgewood regarding an encroachment issue of a fence at the Pump Station. Mr. Bern is currently investigating the matter.

11. Report of Executive Director (Report given by James Rotundo): A draft Authority Brochure was prepared by the Authority's Public Relations Consultant, Tim McEntyre. The intent is distribute these brochures by placement in the municipal buildings of our member communities.

12. Report of Superintendent: Mr. Genetelli reported during the Work Session that the Authority has been approached by the Borough of Oakland to operate their package plant facilities. He will be meeting with the Borough to inspect their package plant facilities on April 18th. There is also a meeting scheduled with the Borough's Water and Sewer Board on April 20th.

There was an inspection by the NJDEP and the USEPA in March of the Authority's Plant and Collection System. The inspection reports have been received and the only finding reported by the NJDEP is that there is no physical connection permits at the pump stations for the backflow preventers. The Authority is currently in the process of filing the necessary paperwork. There is no fine for this finding. Other than the physical connection finding, everything was found to be in compliance. In the USEPA's report they recommended the Authority investigate interconnections with other authorities, where possible, for potential use in emergencies.

The NJDEP conducted effluent sampling on April 9th. The results were found to be in compliance.

13. Old Business: No old business.
14. New Business: Chairman Kasparian appointed Commissioner Bonagura as an alternate member of the Operating Committee.
15. Public Comments: No public Comments.
16. Adjournment: Commissioner Danubio made a motion to adjourn the Regular meeting, Chairman Kasparian seconded the motion. The meeting adjourned at 7:43pm.


ALISON GORDON, SECRETARY