



**MINUTES
REGULAR MEETING
November 9, 2016**

1. The Meeting was called to order at 7:45pm.
2. The Vice-Chairman read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, Danubio, DaPuzzo, DePhillips, Gabbert, Plumley and Vice-Chairman Kasparian. Commissioner Kelaher and Chairman Chewcaskie were absent.
4. Salute to the Flag was led by the Vice-Chairman.
5. The Vice-Chairman Remarks: There were no Vice-Chairman's Remarks.
6. Consideration for approval of minutes:
 - a. Regular Meeting, Special Meeting and Public Hearing of October 18, 2016: Commissioner Danubio motioned to accept the minutes of the October 18, 2016 Regular Meeting, Special Meeting and Public Hearing. Commissioner Gabbert seconded the motion. The following Commissioners voted yes: Bonagura, Danubio, DaPuzzo, Gabbert, and Vice-Chairman Kasparian. Commissioners DePhillips and Plumley abstained.
7. Public Comments: No public comments.
8. Consideration for approval list of Resolutions dated November 9, 2016.
 - a. The Commissioners voted on Resolution No. 85-2016 through 89-2016 by Consent Resolution. Commissioner Gabbert offered the Consent Resolution and Commissioner Danubio seconded. All present Commissioners voted yes.

Resolution No. 85-2016 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for October 2016 and Health and Dental Benefits for November 2016 as follows: Payroll Account: \$192,699.75; Tax Deposit Acct: \$91,360.28; Health Benefits Contribution-Employer: \$108,144.26; Health Benefits Contribution Employee: \$13,362.15; Dental Benefits: \$4,056.73; PERS and Contributory Insurance: \$32,577.10; Defined Contribution Retirement Program – Employer: 12.50; Defined Contribution Program – Employee: 22.92; Operating Account: \$297,650.45; General Improvement Account: \$153,856.27; 2015 WWT Project Account: \$44,503.80.

Resolution No. 86-2016 – Resolution of the Northwest Bergen County Utilities Authority concerning the review of the Findings and Recommendations of the Local Finance Board pursuant to NJSA 40A5A-7 relating to the Hearing held by the Local Finance Board in connection with the issuance of the Authority’s not to exceed \$4,000,000 Utility System Revenue Refunding Bonds, 2016 Series A: This resolution is for the acceptance of the findings and recommendations of the Local Finance Board and that each Commissioner has reviewed same. Further this resolution directs the Secretary to submit a certified copy of this resolution and the required affidavit to the Local Finance Board to evidence said compliance.

Resolution 87-2016 – Resolution Authorizing the Authority to enter into an Agreement with the Borough of Midland Park to Share the Cost of Resurfacing a Portion of Woodside Avenue, Midland Park, NJ: The Authority and the borough of Midland Park wish to enter into a shared services agreement to resurface a portion of Woodside Avenue in the Borough. The Authority previously authorized award of a contract to Crossroads Pavement Maintenance, LLC in the amount of \$108,393 to provide the resurfacing work specified in the Authority’s specifications providing the Authority and the Borough enter into a shared services agreement. In accordance with the Agreement, the Authority will pay 60% and the Borough 40% of the \$108,393 cost of the project. This Resolution authorizes the Executive Director to execute the Agreement on behalf of the Authority.

Resolution 88-2016 – Resolution amending an Agreement to provide engineering services with Chavond Barry Engineering Corp.: The Authority entered into a professional service agreement with Chavond Barry Engineering on October 21, 2014 for engineering services necessary for construction, administration and field inspection related to Contract No. 268 – Incinerator Emissions Upgrade Project. The original resolution and professional services agreement state the compensation for Chavond Barry to be capped at \$450,000.00 and by Resolution No. 54-2016 the Authority amended the compensation to \$650,000 on June 21, 2016. Chavond Barry has advised the Authority that the \$650,000 will be exceeded and has requested the Authority increase the not to exceed cost to \$789,911 which is necessary to complete construction review and supervision during the final phase of startup and testing of the Mercury absorber unit on both incinerators. This resolution amends the professional services agreement to increase the not to exceed cost to \$789,911 and for the original resolution and agreement remain in full force and effect.

Resolution No. 89-2016 – Change Order No. 8 – Contract No. 268 – Incinerator Emissions Upgrade Project: In order to be compliant with the current wind code, the Contractor for Contract No. 268 – Incinerator Emissions Upgrade Project has requested certain changes to the Project which are necessary for the providing of a mineral cap sheet over top of the specified 3-ply BUR Roofing System. The Authority’s Engineer has recommended the Change Order be approved in a total cost of \$15,522.38 and results in a zero calendar day increase of the contract time. This Resolution approves Change Order No. 8 for Contract No. 268.

9. Report of Committees:

- a. Finance Committee: Nothing further to report.
- b. Personnel Committee: Commissioner DePhillips noted in the Work Session that Local 11 Union is interested in going back to the negotiating table without the mediator.
- c. Insurance Committee: Nothing further to report.
- d. Operating Committee:

Mahwah Odor Complaints: Two meetings were held between the Township of Mahwah and the Authority, with Boswell Engineering and T&M Associates present. Boswell Engineering proposed the installation of charcoal canisters at the exit pipe on the rooftops of the homes in the area of Chapel Road that is experiencing the odor. The canisters will first be installed and tested at the school and the firehouse. If they work, then this solution will be offered to the residents in that area at the cost of the Authority for the equipment, installation and charcoal. We will supply Mahwah with the charcoal and it will be up to Mahwah to determine how they wish to proceed for the maintenance of the canisters. Boswell is confident that the charcoal canisters will work to eliminate the odor.

- e. Strategic Plan Subcommittee:

Reported in Work Session:

There was a meeting with the County Executive here at the Authority. There was discussion regarding the underutilization of the plant and what the Authority can do to address this issue. Several ideas discussed were expansion in our current service area as well as the possibility of taking flow from the BCUA and sending it here.

The County Executive noted that the County may be able to assist in the expansion of the current service area using Wyckoff as an example. The County has a construction department and there may be a way to provide subsidized fixed price rates to homeowners to connect their homes to the mains in the streets. The Authority is going to follow up with the County about this idea so that we can potentially present this to the township of Wyckoff in the future.

There was also a meeting with the Borough of Franklin Lakes regarding expansion. The Mayor of Franklin Lakes proposed a plan regarding the financing for the installation of sewers in the municipality. The Authority is uncertain however if the plan they have proposed can legally be implemented. This will be looked into further. A follow up meeting with Franklin Lakes has been scheduled for December 7th.

The Wyckoff Task Force Committee is working to schedule another meeting.

- f. Building and Grounds Committee: Nothing further to report
- g. Safety and Security Committee: Nothing further to report
- h. Intellectual Technology Committee: Nothing further to report

10. Report of Treasurer: Investments:

Financial Statement: Year to date the Authority is approximately \$1.5 million above budget, mainly attributable to sewer connection fees and outside septage. The 2017 Budget reflects a higher budget for sewer connection fees due to the higher connection rate and because of an Agreement with a developer for yearly connection fee installments. It is difficult however to budget for connection fees because you do not know how many are going to be made. The Authority is currently \$355,000 under budget for operating expenses.

11. Report of Counsel: Nothing further to report.

12. Report of Engineer: Nothing further to report

13. Report of Executive Director:

Incinerator Emissions Upgrade Project Update: The first Stack Test to demonstrate that the system works is scheduled for November 15th. This is being completed for one incinerator. The other incinerator will be tested at a later date.

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 at 7:51pm. Commissioner DaPuzzo seconded the motion. The Regular Meeting adjourned at 7:51pm.


ALISON GORDON, SECRETARY