



**MINUTES
REGULAR MEETING
May 19, 2015**

1. The Meeting was called to order at 8:01pm.
2. The Chairman read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: DaPuzzo, DePhillips, Kasparian, Kelaher, Plumley, Salazer and Chairman Chewcaskie. Commissioners Bonagura and Gabbert were absent.
4. Salute to the Flag was led by the Chairman at the Special Meeting.
5. The Chairman had no Remarks.
6. The Board went into closed session at 8:02pm. Commissioner DePhillips made the motion to go into closed session, Commissioner DaPuzzo seconded the motion. All present Commissioners were in favor of entering closed session to discuss two personnel matters, more specifically Alvarez v. NBCUA and Contract Negotiations with Local 11.

The Board came out of closed session at 9:15pm and continued with the Regular meeting.

7. Consideration for approval of minutes:
 - a. Regular Meeting – April 21, 2015: Commissioner Kasparian motioned to accept the minutes from the April 21, 2015 Regular Meeting, Commissioner DaPuzzo seconded the motion. All present Commissioners were in favor of accepting the minutes except for Commissioner DePhillips who abstained.
8. Public Comments: There were no public comments.
9. Consideration for approval list of Resolutions dated May 19, 2015.
 - a. The Commissioners voted on Resolution No. 51-2015 through 55-2015, Resolution No. 57-2015 and Resolution No. 59-2015 by Consent Resolution. Commissioner DaPuzzo offered the Consent Resolution and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 51-2015 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for April 2015 and Health and Dental Benefits for May 2015 as follows: Payroll Account: \$190,898.67; Tax Deposit Acct:

\$89,890.56; Health Benefits Contribution-Employer: \$105,024.39; Health Benefits Contribution Employee: \$10,664.67; Dental Benefits: \$4,048.95; PERS and Contributory Insurance: \$28,560.94; Operating Account: \$439,773.83; General Improvement Account: \$42,089.29; 2014 WWT Project Account: \$6,248.99; 2015 WWT Project Account: \$437,604.08.

Resolution No. 52-2015 – Certification of Audit: This Resolution certifies to the Local Finance Board that each Commissioner has personally reviewed the Annual Audit for Fiscal Year ended December 31, 2014 and specifically has reviewed the Section of the Audit report entitled “General Comments” and “Recommendations” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

Resolution No. 53-2015 – Accept Audit: This Resolution accepts the 2014 Audit of the Northwest Bergen County Utilities Authority prepared by Lerch, Vinci & Higgins, LLP.

Resolution No. 54-2015 – Approval of Application for Proposed Sanitary Sewer Extension – 24 Sherman Avenue, Borough of Waldwick: An application was submitted by Paul DeMartini for a proposed sanitary sewer extension which would provide sanitary sewer services to 3 proposed single family homes. The project will contribute an average daily flow of 900 gallons per day, or 3 additional residential EDUs. This resolution approves this application subject to the fulfillment of certain terms and conditions by the Applicant.

Resolution No. 55-2015 – Authorization to engage services of Instrumentation, Automation and Computer Systems Engineering Services Consultant: The Authority has a need to retain the professional services of an organization to provide Instrumentation, Automation and Computer Systems Engineering support in the design, maintenance and troubleshooting of control and SCADA systems. The services will include normal plant facilities and the Incinerator Emissions Controls Project. Engineered Solutions Corporation (ENSOCORP) is highly experienced in providing such services in the automation of equipment for water and wastewater treatment, boilers, incinerators and general machinery for both individual plants and OEM. The Authority has a need to acquire the services of ENSOCORP as a non-fair and open contract. This Resolution authorizes the engagement of services of ENSOCORP at a not to exceed budget of \$50,000.

Resolution No. 57-2015 – Salary Adjustments for 2015: The Personnel Committee has recommended that a salary increase be granted for 2015 to the Supervisory and Office Staff. The salaries will be retro-active to January 1, 2015.

Resolution No. 59-2015 – Approval of Application for Proposed Sanitary Sewer Extension – 449 & 450 Glendale Road, Township of Wyckoff: An application was submitted on behalf of the Township of Wyckoff for a proposed sanitary sewer extension which would provide sanitary sewer services to 2 existing single family

homes. The project will contribute an average daily flow of 600 gallons per day, or 2 additional residential EDUs. This resolution approves this application subject to the fulfillment of certain terms and conditions by the Applicant.

- b. The following Resolution was voted on individually.

Resolution No. 56-2015 was offered by Commissioner Salazer and seconded by Commissioner DaPuzzo. The following Commissioners voted yes: DaPuzzo, Kasparian, Kelaher, Plumley, Salazer, Chairman Chewcaskie. Commissioner DePhillips abstained from voting on this Resolution.

Resolution 56-2015 – Change Order No. 1 – Contract No. 268 – Incinerator Emissions Upgrade Project: The Contractor for Contract No. 268 – Incinerator Emissions Upgrade Project has requested certain changes to the Project as set forth in Change Order No. 1. The Authority’s Engineer has recommended the Change Order be approved in a total cost of \$106,891.83. This Resolution approves Change Order No. 1 for Contract No. 268.

- c. The following Resolution was tabled for further review and will be on the agenda for the June Meeting:

Resolution No. 58-2015: Policy for Approval of Professional Consulting Agreements. Commissioner DePhillips made the motion to table, Commissioner DaPuzzo seconded. All present Commissioners were in favor of tabling Resolution No. 58-2015.

10. 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 – During the Work Session the Board had a lengthy discussion regarding the Borough of Oakland. It seems that progress on a sewer system has been stalled due to the issue of inter basin transfer for water. Because of the stalled state of this project Commissioner DaPuzzo made a recommendation to stop spending funds on professionals for a sewer system in Oakland. All Commissioners were in agreement. The Executive Director and Commissioner DaPuzzo will continue to attend meetings when available.
- e. Building and Grounds – Nothing further to Report

11. Report of Treasurer – The Treasurer was absent, however the investment report and monthly financial statement were circulated to all Commissioners prior to the meeting.

12. Report of Counsel – Nothing further to Report.
13. Report of Engineer – Nothing further to Report.
14. Report of Executive Director – 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 Kasparian made a motion to adjourn the meeting at 9:19pm, Commissioner DaPuzzo seconded the motion. All present Commissioners were in favor of ending the meeting at 9:19pm.


ALISON GORDON, SECRETARY