



**MINUTES  
SPECIAL MEETING  
January 12, 2016**

1. The Chairman called the special meeting to order at 7:17 pm.
2. The Chairman read the statement in compliance with C. 231, PL 1975.
3. Roll Call: the following Commissioners were present: Bonagura, DaPuzzo, DePhillips, Gabbert, Kasparian, Kelaher, Plumley, Salazer and Chairman Chewcaskie.
4. Salute to the Flag was led by the Chairman.
5. Chairman's Remarks:

A Public Hearing is being conducted for the purpose of approving the 2016 Service Charges. The total service charges for 2016 are \$12,087,121. Preliminary service charges were submitted to member municipalities in November, giving them time to comment and ask any questions. The Authority's consultant had questions particularly pertaining to the water usage submitted by the members and requests were made to the towns for additional information. The Service Charges were revised from the preliminary numbers and that is what is before the Board for approval.

6. Public Hearing – 2016 Service Charges

Frank Palladino, representing the Borough of Waldwick, NJ had two questions. First, he inquired about the monthly financial report that was given during Work Session and what will happen with the under budget expenses and excess of revenue. The Board responded that the 2015 books are not closed yet and the numbers can change. The excess in revenue is hard to budget for being that outside septage and sludge and sewer connections account for a majority of the excess revenue. It has always been the intention of the Board to budget conservatively when it comes to revenues and not overestimate.

Secondly, Mr. Palladino asked when the next NJDEP visit to the facility is and if the public is welcome to witness the inspection and discuss the results afterward. He expressed that his intention of attending the inspection would be to meet the inspector and ask any questions he may have. Mr. Genetelli advised him that it will likely be in May but is unsure of the exact date and time. Additionally, results of the inspection are not available immediately after the inspection and the NJDEP contacts the Authority advising the results are available online. The Board was in consensus that the best approach to this matter is to contact the NJDEP first to ask if the public is welcome to witness and attend the inspection. Once the response from the NJDEP is received, the matter will be discussed further at the next operating committee meeting. Mr. Palladino asked the Board to advise Waldwick's administrator with their response to his attendance at the inspection.

7. Vote on Resolution No. 01-2016 – Service Charges for 2016

Prior to the vote on the resolution the board had a brief discussion regarding the issues of water usage reporting by the municipalities. Commissioner DePhillips asked how the Authority can receive more accurate data from the members. Mr. Hurwitz replied that the Authority has the intention of holding a workshop to educate the municipalities on what needs to be reported and submitted to the Authority. The workshop would be for the individuals at the municipality who are responsible for gathering and reporting the data to the Authority for the annual service charges calculations.

Commissioner DePhillips also inquired about Ridgewood Water and how municipalities served by them can get better data. Mr. Hurwitz explained that Ridgewood Water was using estimations for some time and when they corrected the estimations, it resulted in negative water usage, making it difficult to calculate actual water usage. The issues with Ridgewood Water seem to be resolved and it is likely that reporting going forward should be more accurate.

Resolution No. 01-2016 – 2016 Service Charges was offered by Commissioner Gabbert and seconded by Commissioner DaPuzzo. All Commissioners voted in favor of passing Resolution No. 01-2016.

Resolution 01-2016 – 2016 Service Charges: The 2016 Fiscal year budget calls for \$12,087,121 to be paid by the member municipalities to the Authority for security of payment of principal and interest on outstanding bonds or other obligations, cost of operation, depreciation and other repair of the district's sewer system including establishment and maintenance of working capital and reserves. By Resolution dated November 3, 1983, it was determined to calculate User Service Charges based upon a formula which gave equal weight to adjusted metered flow, water connections based on equivalent dwelling unit, and water usage. That resolution further provided that effective January 1, 1987 User Service Charges be calculated according to a formula of 60% based on adjusted metered flow, 20% based on water connections and 20% based on water usage. The payments of the Service Charges are to be made in quarterly installments due on or before February 15<sup>th</sup>, May 15<sup>th</sup>, August 15<sup>th</sup>, and November 15<sup>th</sup>. The Service Charges for the municipalities for 2016 are as follows:

Allendale:	\$1,520,120
Ho-Ho-Kus:	\$ 633,477
Franklin Lakes:	\$ 50,930
Mahwah:	\$3,531,099
Midland Park:	\$1,059,423
Ramsey:	\$2,185,347
Ridgewood:	\$ 24,453
Waldwick:	\$1,540,299
Wyckoff:	\$1,541,973

9. A motion was made by Commissioner DaPuzzo to adjourn the meeting at 7:37pm and seconded by Commissioner Kasparian. All Commissioners were in favor of adjourning the meeting at 7:37pm and move on to the Regular Meeting.

  
Alison Gordon, Secretary