



**MINUTES  
SPECIAL MEETING  
August 22, 2018**

1. The Meeting was called to order at 7:00pm.
2. The Secretary read the Open Public Meetings Act Statement.
3. Salute to the Flag was led by the Chairman.
4. Marianne Ortega and Bart Mongelli were sworn in as Commissioners by Douglas Bern, Esq.
5. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Kelaher, Lo Iacono, Mongelli, Ortega, Plumley and Chairman Kasparian.

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

6. The Chairman Remarks: No remarks.
7. Consideration for approval of minutes:
  - a. Regular Meeting – July 16, 2018: Commissioner Kelaher motioned to accept the minutes from the July 16, 2018 Regular Meeting, Commissioner Bonagura seconded the motion. The motion carried. Commissioner Chewcaskie abstained.
8. Discussion on the Project Report of the Consulting Engineer, the Consulting Engineer's Certificate and Accountant's Certificate in connection with various sewer improvements including replacement of existing aeration blower and replacement of existing waste activated sludge pumps and the Resolution authorizing the issuance of the of the Bonds (the "Bond Resolution").

There is no update on the Report of this project which was first accepted by the Board in September 2016. There were no questions or comments.

9. Public Hearing on the Project Report of the Consulting Engineer, the Consulting Engineer's Certificate and Accountant's Certificate in connection with various sewer improvements including replacement of existing aeration blower and replacement of existing waste activated sludge pumps and the Resolution authorizing the issuance of the of the Bonds (the "Bond Resolution").

No public was present.

10. Vote on the Bond Resolution: Commissioner Chewcaskie offered Resolution No. 87-2018, Commissioner Lo Iacono seconded. All Commissioners voted yes.

Resolution No. 87-2018: RESOLUTION OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY APPROVING AND AUTHORIZING THE 2018 PROJECT; AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF UTILITY SYSTEM SUBORDINATED REVENUE BONDS, SERIES 2018 TO THE NEW JERSEY INFRASTRUCTURE BANK AND THE STATE OF NEW JERSEY, RESPECTIVELY, IN ORDER TO EVIDENCE OBLIGATIONS TO REPAY CERTAIN LOANS TO BE MADE TO THE AUTHORITY; ESTABLISHING CERTAIN TERMS AND PROVISIONS OF SUCH SERIES 2018 BONDS AND DETERMINING CERTAIN MATTERS RELATING THERETO; AUTHORIZING THE EXECUTION AND DELIVERY OF THE LOAN AGREEMENTS AND THE ESCROW AGREEMENT WITH THE I-BANK AND THE STATE; AUTHORIZING THE EXECUTION AND DELIVERY OF THE TRUST INDENTURE AND FIFTH SUPPLEMENTAL TRUST INDENTURE BETWEEN THE AUTHORITY AND TRUSTEE BANK NAMED THEREIN; DELEGATING TO THE CHAIRMAN, VICE-CHAIRMAN AND EXECUTIVE DIRECTOR OF THE AUTHORITY THE POWER AND AUTHORITY TO DETERMINE CERTAIN TERMS OF SUCH SERIES 2018 BONDS; AND AUTHORIZING OFFICERS OF THE AUTHORITY TO TAKE ALL OTHER ACTION NECESSARY, ADVISABLE OR INCIDENTAL THERETO

11. Consideration for approval of Consent Agenda.

- a. The Commissioners voted by Consent Agenda for Resolution No. 88-2018 through 96-2018. Commissioner Chewcaskie offered the Consent Agenda and Commissioner Kelaher seconded. All present Commissioners voted yes.

Resolution No. 88-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for July 2018 and Health and Dental Benefits for August 2018 as follows: Payroll Account: \$241,660.45; Tax Deposit Acct: \$87,876.15; Health Benefits Contribution-Employer: \$111,977.06; Health Benefits Contribution Employee: \$12,038.27; Dental Benefits: \$4,455.75; PERS and Contributory Insurance: \$32,186.87; DCRP – Employer: \$12.50; DCRP – Employee: \$26.00; Operating Account: \$366,533.32; General Improvement Account: \$47,065.41.

Resolution No. 89-2018 – Authorization to enter into a Shared Services Agreement with the Borough of Midland Park: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Midland Park for a period of one (1) year to act as the Borough’s New Jersey Licensed Operator.

Resolution No. 90-2018 – Authorization to enter into a Shared Services Agreement with the Borough of Dumont: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Dumont to provide the services of monthly monitoring of their five (5) pump stations for a period of two (2) years.

Resolution No. 91-2018 – Proposed Sanitary Sewer Extension – 1 Lake Street, Borough of Upper Saddle River, New Jersey: Toll Brothers, Inc. submitted an application on behalf of the Borough of Upper Saddle River for approval of a proposed sanitary sewer extension to be located at 1 Lake Street in Upper Saddle River. The project proposes to provide sanitary sewer service to 208 single family townhouses and a 3,450 square foot clubhouse with a pool and when completed will generate an average daily flow of 9,170 gallons per day and no additional EDUs will become tributary to the Authority's system from Upper Saddle River. The Authority's Technical Advisor has reviewed the application and recommends the Authority approve the Project. The extension is hereby approved upon the condition of fulfillment of the terms and conditions outlined in the Resolution.

Resolution No. 92-2018 – Award of Contract No. 284 – Ho-Ho-Kus Trunk Sewer East Interceptor Rehabilitation: The Authority received three (3) bid proposals on August 22, 2018 for Contract No. 284. The bids were as follows: J. Fletcher Creamer & Son, Inc. - \$298,750; CRS Contractors, Inc. - \$398,275; Montana Construction - \$525,625. The Authority's Engineer has reviewed the bid proposals and has found J. Fletcher Creamer & Son, Inc. to be the lowest responsible bidder. This Resolution awards Contract No. 284 to J. Fletcher Creamer & Son, Inc. contingent upon review by the Authority's Legal Counsel and approval by NJDEP.

Resolution No. 93-2018 – Title Change for Walter Stefancik to Plant Operator: There presently exists a need for a Plant Operator. This resolution transfers Walter Stefancik from O&M Helper to Plant Operator effective July 26, 2018 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the collective bargaining agreement.

Resolution No. 94-2018 – Title Change for Vincent Morelli to Incinerator Operator: There presently exists a need for an Incinerator Operator. This resolution transfers Vincent Morelli from O&M Helper to Incinerator Operator effective August 27, 2018 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the collective bargaining agreement.

Resolution No. 95-2018 – Appointment of Executive Director – James Rotundo: The contract of Howard Hurwitz has expired creating the vacancy of the position of Executive Director. James Rotundo has served in the position of Assistant Executive Director since December 13, 2010 and has performed in this role in an exemplary manner and the Commissioners consider Mr. Rotundo competent and qualified to perform the duties of the office of Executive Director. This Resolution appoints James Rotundo to the position of Executive Director for a period of three (3) years commencing September 1, 2018 until August 31, 2021 at a starting salary of \$135,000 with an increase to \$145,000 after one year of service and then to \$155,000 per year after two years of service. Mr. Rotundo shall also receive such leave and other benefits as are provided to other employees of the Authority consistent with and in accordance with the Authority's policies and procedures. This Resolution authorizes the Authority's attorney to draft an employment

agreement memorializing the scope of services to be performed and compensation to be paid in connection with providing the services outlined herein in such final form as is acceptable to the Authority, as evidenced by the Chairman's signature thereon.

Mr. Rotundo thanked the Board for his appointment as Executive Director. He also thanked Mr. Hurwitz for his guidance these past 8 years and looks forward to his continued service at the Authority as Authority Engineer.

Resolution No. 96-2018 – Approval of Creation of New Position, Authority Engineer and Appointment of Howard Hurwitz: The Authority has determined there exists the need to create a new position entitled Authority Engineer. The position requires the application of engineering and management principles to support all areas of the Authority's business as a Federal and State regulated New Jersey Public Water System and requires an understanding of and involvement in all facets of the NBCUA operations and systems. Authority Engineer will report to the Executive Director. Howard Hurwitz is a chemical engineer with over 55 years of professional experience and has served as the Authority's Executive Director since 2004. The Authority has determined Howard Hurwitz is competent, qualified and experienced to perform this job. This resolution creates the position of Authority Engineer and appoints Howard Hurwitz to same position effective September 1, 2018 at a rate of \$85 per hour, 21 hours per week and shall receive leave and other benefits as are provided to other employees of the Authority consistent with and in accordance with the Authority's policies and procedures.

12. Public Comments: No public comments.

13. Adjournment: The meeting adjourned at 7:09pm.

  
ALISON GORDON, SECRETARY