

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner DePhillips

Seconded by Commissioner Gabbert Date Dec. 3, 2013

CONSENT RESOLUTION

RESOLVED,

BE IT RESOLVED, that the following Consent Resolution herewith listed having been considered by the Commissioners of this Authority be and are hereby passed and approved.

- 68-2013. Approval of vouchers, payroll and tax deposits.
- 69-2013. Authorization to conduct a Public Hearing to amend septage, Sludge fees.
- 70-2013. New Hires – O&M Helpers; Vincent Morelli, Anthony LoCascio, John Stefancik and Michael Beckerman.
- 71-2013. Completion of 90 day probationary period for William Eletto, Maintenance Supervisor.
- 72-2013. Approval of Highland Ave. sewer extension, Wyckoff, N.J.
- 73-2013. Authorization for Executive Director to enter into professional Services contract with Valley Medical Group regarding the Coordination and conduct of alcohol & drug testing services.
- Motion #1 Motion to void previous Change Order #7 dated Nov.12, 2013 And approval of revised Change Order #7 for Cont.#259 Franklin Lakes Sewer Project in a negative amount of (\$55,091.09) as prepared by T&M Associates.

Motion was offered by Commissioner Kasparian, seconded by Commissioner Gabbert.


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian, Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

Offered by Commissioner DePhillips

No. 68-2013.

Seconded by Commissioner Gabbert

Date Dec. 3, 2013

**APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS
AND PENSIONS & BENEFITS TRANSFERS**

RESOLVED,

WHEREAS, the Northwest Bergen County Utilities Authority has received vouchers in claim for payment of materials supplied and/or rendered; and

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and

WHEREAS, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pension & Benefits transfers for the month of Nov. 2013 and Health and Dental Benefits transfers for Dec.2013; and

WHEREAS, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pension and Benefits, and Health and Dental Benefits transfers listing on the attached reports and have found them to be in order.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that all vouchers, payroll transfers, payroll tax deposits, Pension & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated Dec. 3, 2013 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT:	PAYROLL ACCOUNT
NET PAYROLL:	\$233,987.09

ACCOUNT:	TAX DEPOSIT ACCOUNT
TOTAL:	\$104,507.28

ACCOUNT:	HEALTH BENEFITS CONTRIBUTION EMPLOYER
TOTAL TRANSFER:	\$ 94,277.37

ACCOUNT:	HEALTH BENEFITS CONTRIBUTION EMPLOYEE
TOTAL:	\$ 3,999.91

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Offered by: Commissioner DePhillips

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Seconded by: Commissioner Gabbert

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ACCOUNT: DENTAL BENEFITS
TOTAL TRANSFER: \$ 4,213.02

ACCOUNT: PERS AND CONTRIBUTORY INSURANCE
TOTAL TRANSFER: \$ 28,408.43

ACCOUNT: DCRP - EMPLOYEE - NOV.
TOTAL TRANSFER: \$ 22.92

ACCOUNT: DCRP - EMPLOYER - NOV.
TOTAL TRANSFER: \$ 12.50

ACCOUNT: OPERATING ACCOUNT
TOTAL: \$174,069.21

ACCOUNT: GENERAL IMPROVEMENT ACCOUNT
TOTAL: \$ 40,334.34

ACCOUNT: 2012 WWT PROJECT ACCOUNT
TOTAL: \$ 450.00


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaheer, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner DePhillips

No. 69-2013

Seconded by Commissioner Gabbert

Date: December 3, 2013

**AUTHORIZATION TO CONDUCT A PUBLIC HEARING TO ESTABLISH NEW
SEPTAGE, SLUDGE AND GREYWATER FEES**

RESOLVED,

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") accepts septage and grey water for treatment from individual septic haulers and sludge for incineration from utilities authorities, municipalities and other entities located outside of the boundaries of the district serviced by the Authority for treatment and disposal; and

WHEREAS, the Authority wishes to revise the fees charged for the treatment and disposal of septage, sludge and grey water and in addition, once the volume of wastewater from an individual customer reaches a total of 2 million gallons in a calendar year, a 15% discount will be applied to all additional deliveries;

1. For Grey water (2.6% solids maximum) no change from present
2. For Septage (4.0% solids maximum) no change from present
3. For Sludge (7.9% solids maximum) \$0.0725 per gallon
4. For Sludge (over 7.9% solids) \$0.095 per gallon

WHEREAS, the Commissioners of the Authority have determined that it is in the best interest of the Authority, and the Municipalities served by it, to hold a public hearing so as to invite public comment and discussion concerning the revised septage, sludge and grey water fees.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the Authority shall hold a public hearing on January 7, 2014 at 7:00 p.m., concerning the revised fees; and it is

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RESOLUTION

Offered by Commissioner DePhillips

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Seconded by Commissioner Gabbert

Date: December 3, 2013

**AUTHORIZATION TO CONDUCT A PUBLIC HEARING TO ESTABLISH NEW
SEPTAGE, SLUDGE AND GREYWATER FEES**

FURTHER RESOLVED, that the Secretary be and hereby is directed to cause notice of such public hearing to be published as required by law.


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DePuzzo

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner DePhillips

No. 70-2013

Seconded by Commissioner Gabbert

Date: Dec. 3, 2013

TEMPORARY EMPLOYMENT – O&M HELPERS

RESOLVED,

WHEREAS, there presently exists a need for four O&M Helpers; and

WHEREAS, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Vincent Morelli, Anthony LoCascio, John Stefancik and Michael Beckerman be employed as O&M Helpers subject to a ninety (90) day probationary period and acceptable physical examination at a starting salary per year as set forth in the Non-Supervisory Bargaining Agreement; and

WHEREAS, the Commissioners concur with the recommendation made by the Personnel Committee and believe it to be in the best interest of the Authority and municipalities served by it;

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that Vincent Morelli residing at 1227 B Valley Road, Wayne, NJ 07470, Anthony LoCascio residing at 72 West Edsall Boulevard, Palisades Park, NJ 07650 and John Stefancik residing at 5 Overlook Lane, Apt. #1, Hamburg, NJ 07419 be employed as O&M Helpers effective November 25, 2013 and Michael Beckerman residing at 90 Sylvester Avenue, Hawthorne, NJ 07506 be employed as O&M Helper effective December 2, 2013 at a starting salary per year as set forth in the Non-Supervisory Bargaining Agreement, subject to the satisfactory completion of a ninety (90) day probationary period and satisfactory physical.


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner DePhillips

No. 71-2013.

Seconded by Commissioner Gabbert

Date: Dec. 3, 2013

REGULAR EMPLOYMENT – MAINTENANCE SUPERVISOR

RESOLVED,

WHEREAS, William Eletto was promoted by the Northwest Bergen County Utilities Authority to the position of Maintenance Supervisor effective Sept. 5, 2013, subject to a ninety (90) day probationary period; and

WHEREAS, William Eletto will successfully complete his probationary period on Dec. 4, 2013, and it is recommended by the Superintendent that he be retained as a regular employee; and

WHEREAS, it is the desire of the Commissioners of the Northwest Bergen County Utilities Authority to retain the services of William Eletto as Maintenance Supervisor retro-active to Sept. 5, 2013.

NOW, THEREFORE, BE IT

RESOLVED, that William Eletto be retained as a regular employee in the position of Maintenance Supervisor by Northwest Bergen County Utilities Authority retro-active to Sept. 5, 2013.



SECRETARY



CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie

Nays: None

Absent: Commissioner DaPuzzo

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner DePhillips

No. 72-2013

Seconded by Commissioner Gabbert

Date: Dec. 3, 2013

**PROPOSED SANITARY SEWER EXTENSION-TOWNSHIP OF WYCKOFF
406 HIGHLAND AVENUE
TOWNSHIP OF WYCKOFF, NEW JERSEY**

RESOLVED,

WHEREAS, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the "Authority") on behalf of the Township of Wyckoff (hereinafter referred to as the "Applicant") for approval of a proposed sanitary sewer extension to be located at Block 235, Lot 18.02 in the Township of Wyckoff, New Jersey (the "Project"); and

WHEREAS, the Project proposes to provide sanitary sewer service to one existing single-family dwelling presently served by a septic system in the Township of Wyckoff. This proposed extension will connect to the existing Authority sanitary sewer manhole located in the intersection of Wyckoff Avenue and Highland Avenue; and

WHEREAS, the Authority technical advisor has reviewed the application and the documents and drawings submitted in support thereof and, by memorandum dated November 21, 2013 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions, finding that when completed, the Project will contribute an average daily flow of 300 gallons, or 1 additional residential EDU to the Authority's systems; and

WHEREAS, it is recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions by the Applicant;

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application of the Township of Wyckoff for approval of a proposed sanitary sewer extension to be located at Block 235, Lot 18.02 in the Township of Wyckoff, New Jersey be approved upon condition that the Applicant, its principals, agents, successors or assigns fulfill the following terms and conditions:

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RESOLUTION

Offered by Commissioner DePhillips

No. 72-2013.

Seconded by Commissioner Gabbert

Date: Dec. 3, 2013

**PROPOSED SANITARY SEWER EXTENSION-TOWNSHIP OF WYCKOFF
406 HIGHLAND AVENUE
TOWNSHIP OF WYCKOFF, NEW JERSEY**

- 1) the construction shall conform to all applicable requirements of the Township of Wyckoff;**
- 2) that installation of the sewers and appurtenances be inspected and approved by the Township of Wyckoff;**
- 3) that all newly constructed sewers be tested for infiltration and exfiltration and that such testing be observed and the results approved by an Authority engineer who has been provided with 2 days notice of such testing;**
- 4) that the Applicant pay for engineering expenses incurred by the Authority for all inspection and testing of the sewers and appurtenances;**
- 5) that the Applicant pay for all Authority application fees, legal fees and other application, administrative, technical, or any other expenses relating to review of the Project;**
- 6) that any manholes constructed or modified by reason of this Project be fitted with sewer guards to prevent inflow. All manholes constructed must be installed with all required waterproofing measures, including exterior painting and pipe gasket interlock;**
- 7) that water conserving plumbing fixtures be installed in all new building construction to be serviced by the Project;**

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RESOLUTION

Offered by Commissioner DePhillips

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Seconded by Commissioner Gabbert

Date: Dec. 3, 2013

PROPOSED SANITARY SEWER EXTENSION-TOWNSHIP OF WYCKOFF
406 HIGHLAND AVENUE
TOWNSHIP OF WYCKOFF, NEW JERSEY

- 8) that the Authority be notified by the Applicant or its designee prior to commencement of sanitary sewer installation;
- 9) that prior to placing this connection into service, the Applicant must submit to the Authority for approval NJDEP Form WQM-005; and
- 10) that the Applicant comply with the rules and regulations of the Authority and the New Jersey Department of Environmental Protection; and be it

FURTHER RESOLVED, that upon written assurance of fulfillment by the Applicant of the foregoing terms and conditions, the Authority Superintendent be and is herewith authorized on behalf of the Authority to execute such approvals of the Project as may be required by governmental agencies having jurisdiction thereover.


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by: Commissioner DePhillips

No. 73-2013

Seconded by: Commissioner Gabbert

Date: Dec. 3, 2013

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A
PROFESSIONAL SERVICES CONTRACT WITH VALLEY HEALTH MEDICAL
GROUP REGARDING THE COORDINATION AND CONDUCT OF ALCOHOL AND
DRUG TESTING SERVICES**

RESOLVED,

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") operates a wastewater treatment facility, located at 30 Wyckoff Avenue in the Borough of Waldwick, County of Bergen, State of New Jersey; and

WHEREAS, on or about November 21, 2013, the Superintendent of the Authority received a proposed contract from Valley Health Medical Group of Paramus, New Jersey relating to the providing of professional services to the Authority in connection with a drug and alcohol testing policy at the Authority, as well as the training and screening of, among others, Authority employees who are holders of Commercial Drivers Licenses; and

WHEREAS, the fees for such services provided by Valley Health Medical Group of Paramus will be in accordance with the Fee Schedule hereby incorporated by attachment into this resolution; and

WHEREAS, the services to be performed by Valley Health Medical Group qualify as "professional services" under the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), and therefore the contract for same can be awarded by the Authority without public advertisement for bids; and

WHEREAS, the Commissioners of the Northwest Bergen County Utilities Authority, in consideration of the foregoing, have determined that it is in the best interest of the Authority and the municipalities it serves to continue to have an alcohol and controlled substances program in place and enforced at the Authority, and for Valley Health Medical Group of Paramus to be retained in this regard effective January 1, 2014 to December 31, 2014.

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RESOLUTION

Offered by: Commissioner DePhillips

No. 73-2013 p. 2

Seconded by: Commissioner Gabbert

Date: Dec. 3, 2013

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A
PROFESSIONAL SERVICES CONTRACT WITH VALLEY HEALTH MEDICAL
GROUP REGARDING THE COORDINATION AND CONDUCT OF ALCOHOL AND
DRUG TESTING SERVICES**

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the Executive Director of the Authority be and is hereby authorized to take all reasonable and necessary steps to cause the Authority to enter into a mutually satisfactory Professional Services Contract with Valley Health Medical Group of Paramus for 2014 regarding the coordination and conduct of alcohol and controlled substance abuse program at the Authority covering, among others, holders of Commercial Drivers Licenses.


SECRETARY


CHAIRMAN

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo

FEE SCHEDULE

BUNDLED PRICES FOR SERVICES

BUNDLED PRICES for alcohol tests include both screening and confirmation tests. BUNDLED PRICES for drug tests include collection, laboratory testing, and MRO review.

MUNICIPALITY agrees to pay PROVIDER \$ 66.00 per driver for DOT drug test (UDS) and DOT alcohol test (BAT)

MUNICIPALITY agrees to pay PROVIDER \$ 70.00 * per DOT physical

MUNICIPALITY agrees to pay PROVIDER \$ 40.00 per DOT follow-up physical

MUNICIPALITY agrees to pay PROVIDER \$ 160.00 per split sample test

MUNICIPALITY agrees to pay PROVIDER \$ 180.00 per post accident On- Site service

MUNICIPALITY agrees to pay PROVIDER \$ 67.00 per non-covered UDS

MUNICIPALITY agrees to pay PROVIDER \$ 55.00 per non-covered BAT

Above Fee to include:

- **Required Safety Sensitive Supervisor Training.**
- **Required Blind Specimen Designation.**
- **Required Driver Information Packets.**
- **Required Certified MRO Services.**

Charge *includes* periodic *random* selection of employees, (50% UDS per yr, 25% BAT per yr) all MRO services, Collection Sites, Record back-up, semi-annual laboratory reports as well as *unlimited* Supervisor training instruction, and 800 Hot-Line numbers for Post Accident Collection Sites or On-Site Post Accident Services. (On-Site Post Accident Service fee does not include cost of drug or alcohol tests).

* The price of the DOT physical will increase to \$90.00 effective June 1, 2014.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

MOTION

NO. 1

OFFERED BY: Commissioner Kasparian

SECONDED BY: Commissioner Gabbert

DATE: DEC. 3, 2013

**MOTION TO VOID PREVIOUS CHANGE ORDER #7 DATED NOV. 12, 2013
AND APPROVAL OF REVISED CHANGE ORDER #7 FOR CONT.#259
FRANKLIN LAKES SEWER PROJECT IN A NEGATIVE AMOUNT OF
(\$55,091.09) AS PREPARED BY T&M ASSOCIATES.**

**ROLL CALL: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo**

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner Kasparian

No. CS-DEC-2013

Seconded by Commissioner Gabbert

Date: December 3, 2013

**AUTHORIZATION TO GO INTO CLOSED SESSION
TO DISCUSS PENDING LITIGATION**

WHEREAS, the meetings of the Commissioners of the Northwest Bergen County Utilities Authority (the "Authority") are subject to the Open Public Meetings Act, N.J.S.A. 10:4-1, et seq. ("OPMA"); and

WHEREAS, in accordance with the OPMA, the Authority may exclude the public from that portion of any meeting in which the Commissioners discuss pending and/or anticipated litigation in which the Authority is or may become a party or any matters falling within the attorney/client privilege; and

WHEREAS, the Commissioners wish to review and discuss: (i) pending litigation the Authority filed against the County Executive with counsel; (ii) pending litigation against the Authority by a former employee; and (iii) retention of counsel involved in the Authority/former employee litigation.

NOW, THEREFORE, BE IT RESOLVED that the Commissioners of the Northwest Bergen County Utilities Authority go into closed session to discuss pending litigation over the matters set forth above; and be it

FURTHER RESOLVED, that the matters to be discussed in closed session may be disclosed to the public at a time in the future when these issues have been resolved and such disclosure will not harm the Authority.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

Offered by Commissioner Kasparian

No. CS-DEC-2013

Seconded by Commissioner Gabbert

Date: December 3, 2013

AUTHORIZATION TO GO INTO CLOSED SESSION
TO DISCUSS PENDING LITIGATION

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on December 3, 2013.



CHAIRMAN



SECRETARY

Roll Call: Ayes: Commissioners DePhillips, Gabbert, Kasparian,
Kelaher, Plumley, Salazer, Chewcaskie
Nays: None
Absent: Commissioner DaPuzzo