

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **Northwest Bergen County Utilities Authority**

**PLEASE TAKE NOTICE** the Northwest Bergen County Utilities Authority does hereby notify the public that the Work Session and the Regular Meeting scheduled for Wednesday, May 21, 2025 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. The agenda will include but not be limited to commissioner reports, the payment of regular bills, resolutions, and any other items which may come before the board. Formal action will be taken. The agendas will be placed on the Authority website, [nbcua.com](http://nbcua.com), at least 48 hours prior to the meeting.

Northwest Bergen County  
Utilities Authority

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REGULAR MEETING May 21, 2025**

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
5. Approval of Minutes
  - a. Regular Meeting – April 16, 2025
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated May 21, 2025
8. Report of Committees:
  - a. Finance Committee
  - b. Personnel Committee
  - c. Insurance Committee
  - d. Operating Committee
  - e. Strategic Plan Subcommittee
  - f. Buildings and Grounds Committee
9. Report of Treasurer
10. Report of General Counsel
11. Report of Consulting Engineer
12. Report of Executive Director
13. Report of Authority Engineer
14. Report of Superintendent
15. Old Business
16. New Business
17. Public Comments (on subjects 4 through 16)
18. Adjournment

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **REGULAR MEETING**

**May 21, 2025**

## **RESOLUTIONS**

- 44-2025      Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 45-2025      Awarding A Contract to Allmark Door Company LLC, For Contract No. 340 Furnishing and Installing Industrial Duty Robber Garage RollUp Doors
- 46-2025      Authorizing the Northwest Bergen County Utilities Authority to Approve a Sewer Extension #2 Application For 529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 Helena Avenue, Wyckoff, NJ
- 47-2025      Authorizing the Rejection and Re-Advertising of the Receipt of Bids For Contract No. 1163-Force Main Repairs and Air Valve Replacements (Various Locations)

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 44-2025**

**Date: May 21, 2025**

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

**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 Pensions & Benefits transfers for the month of April 2025 and Health Benefits and Dental Benefits transfers for May 2025; and

**WHEREAS**, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pensions and Benefits, and Health and Dental Benefits transfers listed 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, Pensions & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated May 21, 2025

ACCOUNT: Payroll Account  
Net Payroll: \$196,504.41

ACCOUNT: Tax Deposit Account  
Total: \$91,126.85

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$155,668.23

ACCOUNT: Health Benefits Contribution Employee  
Total: \$7,682.94

ACCOUNT: Dental Benefits  
Total Transfer: \$3,670.54

ACCOUNT: PERS and Contributory Insurance  
Total Transfer: \$33,203.01

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 44-2025**

**Date: May 21, 2025**

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

ACCOUNT: Operating Account  
Total: \$477,292.83

ACCOUNT: General Improvement Account  
Total: \$930,084.00

**BE IT FURTHER RESOLVED** that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 44-2025**

**Date: May 21, 2025**

---

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

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaheer	
Offered									
Second ed									
Aye									
Nay									
Absent									
Abstain									
Recuse									

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority May 21, 2025.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: May 21, 2025

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 45-2025**

**Date: May 21, 2025**

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**RESOLUTION AWARDING A CONTRACT TO ALLMARK DOOR COMPANY LLC.  
FOR CONTRACT NO. 340 FURNISHING AND INSTALLING INDUSTRIAL DUTY  
RUBBER GARAGE ROOLUP DOORS**

**WHERAS**, the Northwest Bergen County Utilities Authority “the Authority”, identified the need to furnish and install new industrial duty rubber garage roll up doors at the Authority’s wastewater treatment facility, located at 30 Wyckoff Avenue, Waldwick, NJ; and

**WHERAS**, “the Authority” has prepare bid specifications and establish Contract No.340“the Contract”; and

**WHERAS**, the Contract was advertised on the Bonfire e-procurement platform on April 28, 2025, and bids were received on May 8, 2025; and

**WHERAS**, one responsive bid was received as reflected in the chart below; and

<b><u>Bidder</u></b>	<b><u>Base Bid</u></b>
Allmark Door Company LLC.	\$126,755.00

**WHERAS**, Allmark Door Company LLC., a corporation with business offices located at 15 Stern Avenue, Springfield, NJ 07081 is the lowest responsible bidders; and

**WHERAS**, the Authority’s Engineer recommends the award, confirming that the bid of \$126,755.00 is fair and reasonable and in line with the expected costs; and

**WHERAS**, funds have been certified as available for the purposes set forth in this resolution; and

**NOW THEREFORE BE IT RESOLVED**; that the Board of Commissioners hereby award a contract to, Allmark Door Company LLC., with offices located at 15 Stern Avenue, Springfield, NJ 07081, in the amount not to exceed one hundred twenty-six thousand seven hundred fifty five dollars (\$126,755.00) as delineated in Allmark Door Company’s bid; and

**BE IT FURTHER RESOLVED**; that the Board of Commissioners direct Authority staff to take any and all action to effectuate the purpose of this resolution including but not limited to the preparation of and execution of a contract to be signed by either the Chairman, the Executive Director or designee; and

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**RESOLUTION**

**No. 45-2025**

**Date: May 21, 2025**

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**RESOLUTION AWARDING A CONTRACT TO ALLMARK DOOR COMPANY LLC.  
FOR CONTRACT NO. 340 FURNISHING AND INSTALLING INDUSTRIAL DUTY  
RUBBER GARAGE ROOLUP DOORS**

**RESOLVED;** the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b); and

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FRANK KELAHER, CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaher	
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority May 21, 2025.

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DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

DATE: May 21, 2025



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 46-2025**

**Date: May 21, 2025**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER EXTENSION #2 APPLICATION FOR  
529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 HELENA AVENUE,  
WYCKOFF, NEW JERSEY  
SEWER EXTENSION #2**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “NBCUA”) has previously determined the need for and facilitated the construction of sanitary sewer lines within the Township of Wyckoff (the “Township”); and

**WHEREAS**, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of sanitary and other waste waters arising within the boundaries of the Township of Wyckoff; and

**WHEREAS**, the NBCUA has received a Sewer Connection Application from the Township of Wyckoff regarding 529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 Helena Avenue, Wyckoff, New Jersey [eleven (11) single family residences] who is desirous of collaborating with the Township of Wyckoff for the connection to an existing Township of Wyckoff sanitary sewer located Helena Avenue. The proposed connection/extension is designed to provide sanitary sewer service to eleven (11) existing single-family residences currently serviced by septic systems. The proposed connection will involve constructing approximately 612 linear feet of 8-inch PVC sewer main, four (4) manholes, and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of 529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 Helena Avenue of the Township of Wyckoff and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of 3,300 gallons per day (GPD). Based on this projection, eleven (11) additional residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from the Township of Wyckoff, (“Project”); and

**WHEREAS**, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on May 6, 2025, to the Executive Director and NBCUA’s General Counsel indicating that the Authority currently has sufficient capacity to accept the additional flow from this Project and recommended the approval of the Sewer Connection Application by the Authority;

**NOW THEREFORE BE IT RESOLVED**, that the NBCUA Chairman, Executive Director and the NBCUA’s General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service 529, 530, 533, 538, 539, 540, 541, 545, 546,

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

No. 46-2025

Date: May 21, 2025

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER EXTENSION #2 APPLICATION FOR  
529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 HELENA AVENUE,  
WYCKOFF, NEW JERSEY  
SEWER EXTENSION #2**

549 and 550 Helena Avenue with the Township of Wyckoff and to report back to the NBCUA Commissioners on the status of same; and the NBCUA shall be responsible for ensuring the intended construction of sanitary sewer lines shall comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 *et. seq.*, and all other provisions of the revised statutes of the State of New Jersey.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority as follows:

1. The Authority hereby authorizes the approval of the Sewer Connection Application submitted by the Township of Wyckoff, subject to the following Authority requirements.
2. Construction in conformance with all applicable requirements of the Township of Wyckoff, where applicable.
3. Inspection and approval of the installation of sewers and appurtenances by the Township of Wyckoff, where applicable.
4. Observation and approval by the Authority of infiltration/exfiltration testing, with the Authority to receive two (2) days advanced notice prior to the testing of all newly constructed sewers.
5. Reimbursement to the Authority by the applicant for all engineering expenses incurred by the Authority for inspection and final testing of the sewers and appurtenances.
6. Payment to the Authority by the applicant for all Authority application fees, legal fees, and other application, administrative, technical, and other review expenses relating to the project.
7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 46-2025**

**Date: May 21, 2025**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER EXTENSION #2 APPLICATION FOR  
529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 HELENA AVENUE,  
WYCKOFF, NEW JERSEY  
SEWER EXTENSION #2**

8. Water conserving plumbing fixtures shall be installed in the building serviced by this connection.
9. Notification of the Authority when sanitary sewer construction commences.
10. Submission to the Authority for its approval, NJDEP form WQM-005, "Certification for Approval by Local Agency," when the construction of this connection is completed.
11. The Chairman, or his designee, be and hereby is authorized to execute any such documents in connection the Sewer Connection Application.
12. The Northwest Bergen County Utilities Authority shall be responsible for ensuring that all the construction of sanitary sewer lines comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 et. seq., and all other provisions of the revised statutes of the State of New Jersey.

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 46-2025**

**Date: May 21, 2025**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER EXTENSION #2 APPLICATION FOR  
529, 530, 533, 538, 539, 540, 541, 545, 546, 549 and 550 HELENA AVENUE,  
WYCKOFF, NEW JERSEY  
SEWER EXTENSION #2**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaheer	
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority May 21, 2025.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY  
DATE: May 21, 2025

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 47-2025

Date: May 21, 2025

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**RESOLUTION AUTHORIZING THE REJECTION AND RE-ADVERTISING  
OF THE RECEIPT OF BIDS FOR CONTRACT NO.: 1163  
FORCE MAIN REPAIRS AND AIR VALVE REPLACEMENTS  
(VARIOUS LOCATIONS)**

**WHEREAS**, five (5) contract bids have been received by the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the “Authority”) with respect to Contract No.: 1163--Force Main Repairs and Air Valve Replacements (Various Locations) Project (the “Project”); and

**WHEREAS**, Authority Counsel and Engineering Consultant have reviewed the submissions and recommends that the Authority reject the contract bids received and re-bid, as the lowest bid wished to withdraw their bid due to computational errors in their proposal and inaccuracies made by them while allocating correct pricing to the bid terms, and the next lowest bidder substantially exceeds the cost estimates for the project. Under N.J.S.A. 40A:11-13.2 the contracting unit may reject all bids with the lowest bid substantially exceeds the cost estimates for the goods or services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority, reject all proposals received for Contract No.: 1163.

**BE IT FURTHER RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority to hereby authorizes the re-advertisement and re-bidding of Contract No.: 1163 pursuant to N.J.S.A. 40A:11 et seq of the New Jersey Local Public Contracting Law for the receipt of proposals for Force Main Repairs and Air Valve Replacements (Various Locations); and

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FRANK KELAHER, CHAIRMAN

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

No. 47-2025

Date: May 21, 2025

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**RESOLUTION AUTHORIZING THE REJECTION AND RE-ADVERTISING  
OF THE RECEIPT OF BIDS FOR CONTRACT NO.: 1163  
FORCE MAIN REPAIRS AND AIR VALVE REPLACEMENTS  
(VARIOUS LOCATIONS)**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaheer	
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY  
DATE: May 21, 2025