

# **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, June 19, 2024 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. 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

June 7, 2024

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REGULAR MEETING June 19, 2024**

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 – May 15, 2024
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated June 19, 2024
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

June 7, 2024

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**June 19, 2024  
CONSENT AGENDA**

**RESOLUTIONS**

- 52-2024 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 53-2024 Authorization To Enter Into A Sludge Disposal Agreement With Passaic Valley Sewerage Commission
- 54-2024 Authorization To Amend The Not To Exceed Cost For The Planning And Design Of The Incinerator Blower Upgrade Project (Project # 1165)
- 55-2024 Award Professional Services Contract To T&M Associates For The Aerial Survey And Mapping Project (Project # 1172)

June 7, 2024

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 52-2024**

**Date: June 19, 2024**

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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 May 2024 and Health Benefits and Dental Benefits transfers for June 2024; 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 June 19, 2024 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$175,122.64

ACCOUNT: Tax Deposit Account  
Total: \$75,284.30

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$141,042.59

ACCOUNT: Health Benefits Contribution Employee  
Total: \$4,800.82

ACCOUNT: Dental Benefits  
Total Transfer: \$3,468.94

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 52-2024**

**Date: June 19, 2024**

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

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$28,245.53

ACCOUNT: Operating Account

Total: \$400,436.08

ACCOUNT: General Improvement Account

Total: \$118,271.41

**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).

**RESOLVED**, A copy of this agreement shall be placed on file in the Office of the Executive Director. 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									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 52-2024**

**Date: June 19, 2024**

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

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 June 19, 2024.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: June 19, 2024

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 53-2024**

**Date: June 19, 2024**

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**AUTHORIZATION TO ENTER INTO A SLUDGE DISPOSAL AGREEMENT WITH  
PASSAIC VALLEY SEWERAGE COMMISSION**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the Authority) operates a waste water treatment facility located in Waldwick, NJ.

**WHEREAS**, the wastewater treatment process produces sludge, which is then thickened and incinerated prior to hauling and disposal.

**WHEREAS**, in case of failure in the thickening process, the Authority's Superintendent recommends entering in into an agreement with Passaic Valley Sewerage Commission (PVSC) for emergency disposal.

**WHEREAS**, the Authority had entered into an agreement with PVSC on March 30, 2021.

**WHEREAS**, the Administration requests the renewal of the disposal agreement with PVSC for the purposes of emergency disposal.

**WHEREAS**, the cost of disposal is \$60.00 per 1,000 gallons.

**NOW THEREFORE BE IT RESOLVED,**

- 1.** The Board of Commissioners approves the disposal agreement with PVSC at a cost of \$60.00 per 1,000 Gallons.
- 2.** The Executive Director is hereby authorized to execute the sludge disposal agreement
- 3.** 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).
- 4.** A copy of this agreement shall be placed on file in the Office of the Executive Director. 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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 53-2024**

**Date: June 19, 2024**

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**AUTHORIZATION TO ENTER INTO A SLUDGE DISPOSAL AGREEMENT WITH  
PASSAIC VALLEY SEWERAGE COMMISSION**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelاهر	
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 June 19, 2024.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: June 19, 2024

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2024**

**Date: June 19, 2024**

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**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST FOR THE PLANNING AND DESIGN OF THE INCINERATOR BLOWER UPGRADE PROJECT (Project #1165)**

**WHEREAS**, by Resolution No. 08-2024, the Northwest Bergen County Utilities Authority (the “Authority”) identified a number of firms as qualified to perform engineering services required by the Authority pursuant to a Request for Qualifications for such position; and

**WHEREAS**, by Resolution No. 14-2024 (the “Original Resolution”) dated February 21, 2024, the Authority retained CP Engineering. (The “Engineering Firm”) to provide Planning, design, bidding assistance, and construction services for the replacement of an existing Sludge Incinerator Combustion Air Blower (the “Project”); and

**WHEREAS**, by Resolution 14-2024 the Authority established the Engineering Firm’s not-to-exceed to be \$66,800; and

**WHEREAS**, the Engineering Firm has reached the not-to-exceed for the Project and has requested additional funder under proposal #23-202 submitted on May 29, 2024; and

**WHEREAS**, additional design work is required for the Project due to additional piping, electrical work, etc.; and

**WHEREAS**, The Authority’s Superintendent and the Authority’s Engineer recommends the not-to-exceed be increased; and

**WHEREAS**, the cost of additional work is estimated to be \$48,600 and therefore the Authority wishes to amend the not-to-exceed compensation to the Engineering firm to \$115,400; and

**WHEREAS**, the Authority’s Certifying Finance Officer has certified that funds are available to increase the budget for the Engineering Firm.

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

1. The Original Resolution and the Professional Services Agreement with CP Engineering be amended to increase the not to exceed amount to \$115,400 for replacement of an existing Sludge Incinerator Combustion Air Blower Project.
2. The Original Resolution and Agreement, unless expressly modified, shall remain in full force and effect.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2024**

**Date: June 19, 2024**

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**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST FOR THE PLANNING AND DESIGN OF THE INCINERATOR BLOWER UPGRADE PROJECT (Project #1165)**

- 3. Notice of this amendment shall be published in accordance with applicable law.
- 4. A copy of this agreement shall be placed on file in the Office of the Executive Director. 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).

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FRANK KELAHER, CHAIRMAN

**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 June 19, 2024.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: June 19, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 55-2024

Date: June 19, 2024

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**AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES FOR THE  
AERIAL SURVEY AND MAPPING PROJECT (Project #1172)**

**WHEREAS**, the Northwest Bergen County Utilities Authority (hereinafter the "Authority") requires professional engineering services in connection with the Aerial Survey and Mapping Project, Project #1172 (hereinafter referred to as the "Project"); and

**WHEREAS**, the Authority finds it necessary to conduct a survey of its waste water treatment plant located at 30 Wyckoff Avenue, Waldwick, NJ

**WHEREAS**, the Authority hired T&M Associates to serve as the Consulting Engineer to the Authority for the fiscal year 2024 in accordance with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) as well as federal procurement rules and regulations; and

**WHEREAS**, T&M Associates, the Authority's current Consulting Engineer, has submitted a proposal dated June 12, 2024, to perform these services at a cost not to exceed \$25,500 and

**WHEREAS**, The Authority Engineer has provided a written recommendation for the approval of the project; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the retention of T&M Associates for these professional services; and

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

1. Approve the proposal from T&M Associates in the not-to-exceed amount of \$25,500.00 for engineering services in connection with the Aerial Survey and Mapping Project, Project #1172.
2. The Executive Director of the Authority is authorized to execute a contract with T&M Associates to provide engineering and professional services required for the Project, Project #1172.
3. The Executive Director, Assistant Executive Director, and Authority Engineer of the Authority are authorized to execute such other documents and undertake such other tasks that are reasonably required to carry out and consummate the transactions contemplated by the attached Agreement.
4. The Secretary is directed to cause notice to be published as required by law; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 55-2024

Date: June 19, 2024

AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES FOR THE AERIAL SURVEY AND MAPPING PROJECT (Project #1172)

- 5. Upon execution, a fully executed and confirmed copy of the Agreement shall be placed on file in the office of the Executive Director and available for public inspection.
6. 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).

FRANK KELAHER, CHAIRMAN

RECORDED VOTE:

Table with 10 columns (Action, Bonagura, Biale, Jordan, Lo Iacono, Ortega, Tombalakian, Virk, Kelaher, Empty) and 8 rows (Offered, Seconded, Aye, Nay, Absent, Abstain, Recuse, Empty).

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 June 19, 2024.

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY
DATE: June 19, 2024