

# **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, March 27, 2024 at 6:00 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

March 21, 2024

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REGULAR MEETING March 27, 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 – February 21, 2024
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated March 27, 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

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**March 27, 2024  
CONSENT AGENDA**

## **RESOLUTIONS**

- 27-2024 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 28-2024 Amend 2023 Professional Services Contract - Engineered Solutions, Corp.
- 29-2024 Amend Professional Services Contract - CME Associates -Engineering Design services for Sludge Cake Receiving Facility (Project/Loan #S340700-20)
- 30-2024 Appointing Authorized Representative for NJ Environmental Infrastructure Loan No. S340700-21
- 31-2024 Approve Personnel Action
- 32-2024 Authorize 2024 salary adjustments for non-CBA employees
- 33-2024 Approve Personnel Action
- 34-2024 Amend Professional Services Contract - CME Associates – Award Bid and Construction Phase Services for the Sludge Cake Receiving Facility (Project/Loan #S340700-20)
- 35-2024 Approve Professional Services Contract -T&M Associates - Engineering Services for Planning & Design, Funding & Bidding Assistance for the Sludge Thickener Tank Rehabilitation Project (Project #1168)
- 36-2024 Renew Bloodborne Pathogens Agreement with The County of Bergen, Department of Health Services
- 37-2024 Approval of Personnel Action, Establishment of Title Manager of Safety Training and Compliance
- 38-2024 Approve Personnel Action
- 39-2024 Authorization NBCUA To Approve A Sewer Connection Application with K. Hovnanian At Oakland LLC For The Ridings at Ramapo/Willows At Oakland Project – 115 McCoy Road, Oakland NJ
- 40-2024 Retention of Risk Manager

March 21, 2024

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 27-2024**

**Date: March 27, 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 February 2024 and Health Benefits and Dental Benefits transfers for March 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 March 21, 2024 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$175,961.25

ACCOUNT: Tax Deposit Account  
Total: \$75,055.19

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$144,417.73

ACCOUNT: Health Benefits Contribution Employee  
Total: \$3,682.37

ACCOUNT: Dental Benefits  
Total Transfer: \$3,511.432

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 27-2024**

**Date: March 27, 2024**

---

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

ACCOUNT: PERS and Contributory Insurance  
 Total Transfer: \$27,387.82

ACCOUNT: Operating Account  
 Total: \$392,500.85

ACCOUNT: General Improvement Account  
 Total: \$444,528.66

**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).

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.  
 ASSISTANT SECRETARY

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 28-2024**

**Date: March 27, 2024**

---

**AUTHORIZATION TO AMEND 2023 PROFESSIONAL SERVICES CONTRACT  
WITH ENGINEERED SOLUTIONS, CORP. FOR INSTRUMENTATION,  
AUTOMATION AND COMPUTER SYSTEMS**

**WHEREAS**, by Resolution No. 11-2023, 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, which notice thereof was published on January 9, 2023; and

**WHEREAS**, by Resolution No. 17-2023 (the “Original Resolution”) dated February 22, 2023, the Authority retained Engineered Solutions Corp. (the “Engineering Firm”) to provide 2023 consulting engineering services for instrumentation, automation and computer systems and the Authority and Engineering Firm entered into a professional services agreement for same (the “Agreement”); and

**WHEREAS**, the Original Resolution and Agreement provides for the Engineering Firm’s compensation to be capped at \$100,000 and in the event the Engineering Firm anticipates it will exceed that amount, to seek further authorization from the Authority at such time; and

**WHEREAS**, the cost of the additional services are estimated to be \$47,000 and therefore the Authority wishes to amend the not-to-exceed compensation to the Engineering firm to \$147,000; and

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

1. The Resolution and Contract for Engineered Solutions Corp. be amended to increase the not to exceed amount to \$147,000 for 2023 consulting engineering services for Instrumentation, Automation and Computer Services.
2. The Original Resolution, unless expressly modified, shall remain in full force and effect.
3. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
4. Notice of this amendment shall be published in accordance with applicable law.
5. This Resolution shall take effect immediately.
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).

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 28-2024**

**Date: March 27, 2024**

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**AUTHORIZATION TO AMEND 2023 PROFESSIONAL SERVICES CONTRACT  
WITH ENGINEERED SOLUTIONS, CORP. FOR INSTRUMENTATION,  
AUTOMATION AND COMPUTER SYSTEMS**

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 on March 27, 2024.

---

FRANK KELAHER, CHAIRMAN

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE:

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 29-2024**

**Date: March 27, 2024**

---

**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST FOR CME ASSOCIATES PLANNING AND DESIGN OF THE SLUDGE CAKE RECEIVING FACILITY (Project/Loan #S340700-20)**

**WHEREAS**, by Resolution No. 91-2022, the Northwest Bergen County Utilities Authority (the “Authority”) retained CME Associates (CME) for the design and planning of a Sludge Cake receiving facility and set a not-to-exceed cost of \$398,586.00; and

**WHEREAS**, On January 31, 2024 CME submitted a proposal for additional funding due to the changes in the original design. These changes include an increase in overall system design, the addition of a secondary pump, changes in the design layout, etc.; and

**WHEREAS**, the proposal dated January 31, 2024 requested an additional amount of \$189,974.00; and

**WHEREAS**, after a lengthy review, the Authority recommends that the Board of Commissioners increase the not to exceed cost to \$588,560.00; and

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

1. The Contract with CME Associates for Project S340700-20 be amended to increase the not-to-exceed cost for planning and design phase services to \$588,560.00.
2. The Original Resolution and Contract unless expressly modified, shall remain in full force and effect.
3. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
4. Notice of this amendment shall be published in accordance with applicable law.
5. This Resolution shall take effect immediately.
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).



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 29-2023**

**Date: March 27, 2024**

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**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST FOR CME ASSOCIATES  
PLANNING AND DESIGN OF THE SLUDGE CAKE RECEIVING  
FACILITY (Project/Loan #S340700-20)**

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE:

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 30-2024**

**Date: March 27, 2024**

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**APPOINTING AUTHORIZED REPRESENTATIVE FOR NEW JERSEY  
ENVIRONMENTAL INFRASTRUCTURE LOAN NO. S340700-21**

**WHEREAS**, the Northwest Bergen County Utilities Authority intends to file a loan application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for the Authority's Interceptor System Rehabilitation Phase 2 Program.

The proposed work continues the next phase of their assessment and rehabilitation/repair program on their existing gravity and pressure interceptor system. The Authority has identified various defects and it is anticipated that up to five (5) separate construction contracts will be developed under an NJIB funding application to complete the work. These contracts include: Contract 1 - Pulis Avenue Manhole #50 Replacement; Contract 2 - Force Main and Air Release MH Repairs; Contract 3 - 2024 Multiple Interceptor MH Repairs, which will include the Pulis Avenue, Franklin Lakes, Goffle Brook North, Goffle Brook South, and Trunk Sewer East interceptor manholes; Contract 4 - 2025 Multiple Interceptor MH Repairs, which will include the Ramapo River, Masconicus Brook and the Chapel Road/Southerly Drive interceptor manholes; and Contract 5 - 2026 Multiple Interceptor MH Repairs, which will include the Ho Ho Kus Creek North and South, Trunk Sewer West and Sheridan Ave interceptors manholes.

**NOW, THEREFORE BE IT RESOLVED**, that John Danubio, Assistant Executive Director, be authorized to act as the Authorized Representative to represent the Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust. The Authorized Representative may be contacted at:

Northwest Bergen County Utilities Authority  
30 Wyckoff Avenue at Authority Drive  
Waldwick, NJ 07463-0255  
(201) 447-2660



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 31-2024**

**Date: March 27, 2024**

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**APPROVE PERSONNEL ACTION**

**WHEREAS**, there presently exists the need for a Maintenance Supervisor in the Authority's Maintenance Department; and

**WHEREAS**, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Jason Gascon be promoted to the position of Maintenance Supervisor effective April 1, 2024 subject to a one hundred eighty (180) day probationary period; and

**WHEREAS**, the recommended annual salary is \$93,000 during the probationary period and \$103,000 at the completion of the probationary period; and

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

1. That Jason Gascon be promoted to the position of Maintenance Supervisor effective April 1, 2024 subject to a one hundred eighty (180) day probationary period.
2. The initial annual salary shall be \$93,000 during the probationary period and increased to \$103,000 upon the satisfactory completion of the probationary period

**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).

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 32-2023**

**Date: March 27, 2024**

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**SALARY ADJUSTMENTS FOR NON-COLLECTIVE BARGAINING UNIT  
EMPLOYEES FOR 2024**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) is a public body corporate and politic of the State of New Jersey incorporated pursuant to N.J.S.A.40:14B-1 et seq., and

**WHEREAS**, pursuant to N.J.S.A.40:14B-18, the Authority may appoint and employ managerial personnel, professional employees, secretaries and other personnel as it may determine are necessary for its efficient operations and may determine their duties and compensation; and

**WHEREAS**, the Executive Director has recommended that for FY/CY 2024 the Non-Bargaining Unit employees of the Authority shall be provided with a Two and One Half (2.5%) percent increase in base salary together with all benefits as provided to all bargaining unit employees effective January 1, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority that for FY/CY 2024 the following Non-Bargaining Unit employees of the Authority shall be provided with a Two and One Half (2.5%) percent increase in base salary together with all benefits as provided to all bargaining unit employees effective January 1, 2024:

Brewer, Samuel  
Kacmar, Russell  
Frank, Brian  
Fabbriatore, Nicholas  
Sheinfield, Michael  
Sullivan, Maureen  
Oratio, Melissa



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 33-2024**

**Date: March 27, 2024**

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**APPROVE PERSONNEL ACTION**

**WHEREAS**, there presently exists a need for an Maintenance Mechanic; and

**WHEREAS**, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Theodore Perides be promoted to the position of Maintenance Mechanic effective April 1, 2024 subject to a one hundred eighty (180) day probationary period

**WHEREAS**, the recommended salary will be in accordance with the July 1, 2018 Collective Bargaining Agreement; and

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

1. That Theodore Perides be promoted to the position of Maintenance Mechanic effective April 1, 2024 subject to a one hundred eighty (180) day probationary period.
2. The salary shall be in accordance with the July 1, 2018 Collective Bargaining Agreement.

**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).

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY





**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 34-2024**

**Date: March 27, 2024**

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**AMEND PROFESSIONAL SERVICES CONTRACT WITH CME ASSOCIATES FOR  
BID AND CONSTRUCTION PHASE SERVICES FOR THE SLUDGE CAKE  
RECEIVING FACILITY (Project/Loan #S340700-20)**

**WHEREAS**, the Northwest Bergen County Utilities Authority (hereinafter the "Authority") requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the bidding assistance and construction management for the Sludge Cake Receiving Facility (I-Bank Project/Loan #S340700-20)(NBCUA Project #1147); and

**WHEREAS**, the Authority intends for this Project to be funded with loan assistance from the New Jersey Environmental Infrastructure Financing Program pursuant to N.J.A.C. 7:22-3.1 *et seq.*, and the New Jersey Environmental Infrastructure Trust Loan pursuant to N.J.A.C. 7:22-4.1 *et seq.* and all applicable interim and final rules and regulations published in the New Jersey Register through June 2005; and

**WHEREAS**, by Resolution No. 91-2022, the Northwest Bergen County Utilities Authority (the "Authority") awarded a professional services contract to CME Associates (CME) for the design and planning of a Sludge Cake Receiving Facility; and

**WHEREAS**, CME has completed and delivered the design phase services and the project has now progressed to the bidding and construction phase;

**WHEREAS**, CME has submitted a proposal dated Feb. 1, 2024 to provide the bidding, construction management and design during construction phase services for the Sludge Cake Receiving Facility for a not to exceed cost of \$794,518.00; and

**WHEREAS**, upon review and approval by the Authority's Chief Engineer, the Authority recommends that the contract with CME Associates be amended to provide the bidding, construction management and design during construction phase services for the Sludge Cake Receiving Facility for a not to exceed cost of \$794,518.00; and

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

1. The Contract with CME Associates shall be amended to provide the bidding, construction management and design during construction phase services for the Sludge Cake Receiving Facility for a not to exceed cost of \$794,518.00; and



NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 35-2024

Date: March 27, 2024

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**AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF SLUDGE THICKENER TANK REHABILITATION PROJECT (Project #1168)**

**WHEREAS**, the Northwest Bergen County Utilities Authority (hereinafter the "Authority") requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the planning and design as well as funding & bidding assistance for the Sludge Thickener Tank Rehabilitation Project, Project #1168 (hereinafter referred to as the "Project"); and

**WHEREAS**, the Authority intends for this Project to be funded with loan assistance from the New Jersey Environmental Infrastructure Financing Program pursuant to N.J.A.C. 7:22-3.1 *et seq.*, and the New Jersey Environmental Infrastructure Trust Loan pursuant to N.J.A.C. 7:22-4.1 *et seq.* and all applicable interim and final rules and regulations published in the New Jersey Register through June 2005; and

**WHEREAS**, T&M Associates, the Authority's current Consulting Engineer, has submitted a proposal to perform these services and other ancillary services at a cost not to exceed \$182,500.00; and

**WHEREAS**, it is in the Authority's best interests for T&M Associates to provide these services, in accordance with the terms set forth in the attached agreement; and

**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**, prior to hiring T&M Associates as Consulting Engineer, the Authority published a Request for Qualifications ("RFQ") in its official newspaper on December 11, 2023, requesting qualifications from individuals and/or firms to provide consulting engineering services; and

**WHEREAS**, as a result of that RFQ response, Thirteen (14) responses were received; and

**WHEREAS**, the Authority evaluated the proposal received based on established criteria made available to all respondents and appointed T&M Associates as its Consulting Engineer at its February 20, 2024 Commissioners' Meeting; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 35-2024

Date: March 27, 2024

---

**AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF SLUDGE THICKENER TANK REHABILITATION PROJECT (Project #1168)**

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. The Authority does hereby accept the proposal from T&M Associates in the not-to-exceed amount of \$182,500.00 for Engineering services in connection with the planning and design as well as funding & bidding assistance for the Sludge Thickener Tank Rehabilitation Project, Project #1168.
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 Planning & Design, Funding & Bidding Assistance of the Sludge Thickener Tank Rehabilitation Project, Project #1168.
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
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).

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 35-2024

Date: March 27, 2024

AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF SLUDGE THICKENER TANK REHABILITATION PROJECT (Project #1168)

I hereby certify 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 public meeting held on March 27, 2024.

Frank Kelaher, Chairman

Douglas M. Bern, Esq.  
Assistant Secretary

Recorded Vote:

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 36-2024**

**Date: March 27, 2024**

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**AUTHORIZATION TO RENEW THE BLOODBORNE PATHOGENS AGREEMENT  
WITH THE COUNTY OF BERGEN, DEPARTMENT OF HEALTH SERVICES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”), through the provisions of NJSA 26:3A2-1 et seq. desires to contract for the furnishing of health services of a technical and professional nature, requires the regular services of a Bloodborne Pathogen Compliance Coordinator and Trainer; and

**WHEREAS**, the Authority and the County of Bergen, Department of Health Services, (the “BCDHS”) had entered into an Agreement for the duration of January 1, 2024 to December 31, 2025 for the BCDHS to provide the above mentioned services; and

**WHEREAS**, the Authority desires to appoint and retain the BCDHS as the Bloodborne Pathogen Compliance Coordinator and Trainer for the Authority; and

**WHEREAS**, the Authority desires to enter into a new Agreement with the BCDHS for these services for a period of two years commencing January 1, 2024 and terminating December 31, 2025 at a rate of \$25.00 per employee per year.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority, that the Authority is hereby authorized to enter into an agreement appointing and retaining the County of Bergen, Department of Health Services as the Bloodborne Pathogen Compliance Coordinator and Trainer for the Authority for the fee as set forth above for the duration of January 1, 2024 to December 31, 2025.

**BE IT FURTHER RESOLVED**, that the Executive Director of this Authority is hereby authorized to sign such contract.

**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).

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 36-2024**

**Date: March 27, 2024**

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**AUTHORIZATION TO RENEW THE BLOODBORNE PATHOGENS AGREEMENT  
WITH THE COUNTY OF BERGEN, DEPARTMENT OF HEALTH SERVICES**

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

**RECORDED VOTE:**

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



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 37-2024**

**Date: March 27, 2024**

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**APPROVAL OF PERSONNEL ACTION, ESTABLISHMENT OF TITLE  
MANAGER OF SAFETY TRAINING AND COMPLIANCE**

**WHEREAS**, pursuant to N.J.S.A. 40:14B-18, the Authority may appoint and employ such personnel as the Authority may determine necessary for its efficient operations.

**WHEREAS**, the Commissioners of the Northwest Bergen County Utilities Authority have determined the need to establish the position of Manager of Safety Training and Compliance, U.U.A.E.

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

1. The Authority creates a position of Manager of Safety Training and Compliance, U.U.A.E. and the table of organization for the Authority is hereby amended accordingly; and
2. 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).

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 38-2024**

**Date: March 27, 2024**

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**APPROVAL OF PERSONNEL ACTION, AMENDMENT OF TITLE AND SALARY  
ADJUSTMENT FOR JOHN CARROLL**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has determined that there presently exists the need for a Manager of Safety Training and Compliance”; and

**WHEREAS**, N.J.S.A. 40:14B-1 provides, *inter alia*, that the Authority may “appoint and employ, such other agents and employees as it may require and determine their duties and compensation”; and

**WHEREAS**, the Authority, by Resolution 38-2024 adopted March 27, 2024, established the position of Manager of Safety Training and Compliance; and

**WHEREAS**, the Manager of Safety Training and Compliance shall be responsible for the Authority’s safety compliance and training; and

**WHEREAS**, the Authority, by Resolution 19-2020 appointed appointment of John Carroll as the Administrator of Security Operations; and

**WHEREAS**, the Authority has determined that Mr. Carroll is competent and qualified to perform the duties of the position and therefore authority recommends John Carroll’s title be amended to include the position of Manager of Safety training and Compliance; and

**WHEREAS**, in response to the additional responsibility bestowed upon Mr. Carroll, the Authority recommends that his salary be adjusted to \$89,271.34; and

**WHEREAS**, as both the Administrator of Security Operations and Manager of Safety Training and Compliance, Mr. Carroll will now report directly to the Authority’s Superintendent; and

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

1. John Carroll shall be and is hereby appointed to serve as Administrator of Security Operations and Manager of Safety Training and Compliance for the Authority effective immediately, at an annual compensation not to exceed the sum of \$89,271.34, and shall be retroactive from January 1, 2024.



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 39-2024**

**Date: March 27, 2024**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH THE K. HOVNANIAN AT OAKLAND LLC  
FOR THE RIDINGS AT RAMAPO/ WILLOWS AT OAKLAND PROJECT  
AT 115 McCOY ROAD, OAKLAND, NEW JERSEY  
SEWER CONNECTION**

**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 Borough of Franklin Lakes (the “Borough”); 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 Borough of Franklin Lakes, and the Borough of Oakland; and

**WHEREAS**, the NBCUA has received a Sewer Connection Application from The Ridings at Ramapo/Willows at Oakland regarding 115 McCoy Road, Oakland, New Jersey (proposed 191 residential units and clubhouse/pool) who is desirous of collaborating with the Borough of Franklin Lakes for the connection to an existing Borough of Franklin Lakes sanitary sewer located Colonial Road. The proposed connection/extension is designed to provide sanitary sewer service to a proposed 191 residential units and clubhouse with a pool. The proposed connection will involve constructing approximately 4,682 linear feet of 8-inch PVC sewer main, manhole, and appurtenances along with an onsite pumping station and 6,555 feet of 6-inch HDPE force main and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of 115 McCoy Road of the Borough of Oakland and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of 57,165 gallons per day (GPD). Based on this projection, 208 additional residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from the Borough of Franklin Lakes, (“Project”); and

**WHEREAS**, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on February 28, 2024, to the Interim Executive Director and NBCUA’s General Counsel indicating that the Authority currently has sufficient capacity to accept the additional flow

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 39-2024

Date: March 27, 2024

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RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH THE K. HOVNANIAN AT OAKLAND LLC  
FOR THE RIDINGS AT RAMAPO/ WILLOWS AT OAKLAND PROJECT  
AT 115 McCOY ROAD, OAKLAND, NEW JERSEY  
SEWER CONNECTION

from this Project and recommended the approval of the Sewer Connection Application by the Authority;

**NOW THEREFORE BE IT RESOLVED**, that the NBCUA Chairman, Interim 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 115 McCoy Road with the Borough of Oakland 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 K. Hovnanian at Oakland, LLC, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Borough of Oakland and the Borough of Franklin Lakes, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Borough of Oakland and the Borough of Franklin Lakes, where applicable.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 39-2024**

**Date: March 27, 2024**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH THE K. HOVNANIAN AT OAKLAND LLC  
FOR THE RIDINGS AT RAMAPO/ WILLOWS AT OAKLAND PROJECT  
AT 115 McCOY ROAD, OAKLAND, NEW JERSEY  
SEWER CONNECTION**

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.
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.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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RESOLUTION

No. 39-2024

Date: March 27, 2024

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RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH THE K. HOVNIANIAN AT OAKLAND LLC  
FOR THE RIDINGS AT RAMAPO/ WILLOWS AT OAKLAND PROJECT  
AT 115 McCOY ROAD, OAKLAND, NEW JERSEY  
SEWER CONNECTION

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.
13. 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).

**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 March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATED: March 27, 2024



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 39-2024**

**Date: March 27, 2024**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH THE K. HOVNANIAN AT OAKLAND LLC  
FOR THE RIDINGS AT RAMAPO/ WILLOWS AT OAKLAND PROJECT  
AT 115 McCOY ROAD, OAKLAND, NEW JERSEY  
SEWER CONNECTION**

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 40-2024**

**Date: March 27, 2024**

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**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) is currently a participating member in the New Jersey Utilities Joint Insurance Fund (the “NJUAJIF”); and

**WHEREAS**, the NJUAJIF offers coverage to Utility Authorities of the State of New Jersey who agree to become members (“members”) for: Workers Compensation; Employer Liability (other than Motor Vehicle); Property Damage (other than Motor Vehicle); and Motor Vehicle; and

**WHEREAS**, the NJUAJIF by-laws provide that each member may appoint an Insurance Producer to perform various professional services relating to membership in NJUAJIF, including the evaluation of claims exposures; explanation of coverage and options; preparation of applications and claims; review of annual assessment, losses and reports, and such other services required by the member; and

**WHEREAS**, an amount up to six percent (6%) of the annual assessment charged by the NJUAJIF is reserved for compensation to the Insurance Producer if one is selected by the member, otherwise it is reimbursed to the member; and

**WHEREAS**, the Authority has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of Risk Manager; and

**WHEREAS**, by Resolution No. 13-2023 the Authority identified one (1) firm as qualified to perform Risk Management Services required by the Authority; and

**WHEREAS**, the firm of Alamo Insurance Group, Inc. was determined to be highly qualified and eminently capable of providing Risk Management Services to the Authority; and

**WHEREAS**, resolution 20-2023 awarded Alamo Insurance Group Inc. a contract for the year 2023.

**WHEREAS**, administrative services for insurance may be contracted for a term no longer than 3 years N.J.S.A. 40A:11-15 (6); and

**WHEREAS**, the Authority received a proposal from Alamo Insurance Group Inc. on March 19, 2024

**WHEREAS**, after review, the Authority recommends Alamo Insurance Group be awarded a contract for the year 2024.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 40-2024**

**Date: March 27, 2024**

---

**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

**WHEREAS**, the Authority has determined that it is in the best interest to retain Alamo Insurance Group as set forth in this Resolution; and

**WHEREAS**, the services to be provided shall be as follows:

1. Evaluation of the Authority's insurance coverage and assistance in selection of appropriate coverage;
2. Assistance in preparation of documentation required by insurance companies related to statement of values, vehicle schedules, etc.;
3. Review of Authority's premiums and loss funds and assistance in preparation of insurance budget;
4. Review of loss and engineering reports;
5. Attendance and participation at Safety Committee Meetings (as requested) to assist in promoting safety goals and objectives;
6. Advice to Safety Committee on loss containment activities;
7. Attend meetings with staff, management and others, as requested;
8. Apprise Authority regarding developments affecting insurance coverage;
9. Any additional consulting services required by the Authority; and

**WHEREAS**, Alamo Insurance Group, Inc. will provide to the Authority professional Risk Management Consulting Services as required in the by-laws of the NJUAJIF at a not to exceed 3% of the NJUAJIF assessment.

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

1. The Authority does hereby agree to retain the firm of Alamo Insurance Group as its Insurance Producer for the project described above from February 1, 2024 to December 31, 2024 for purposes of the Authority's Membership in the New Jersey Utilities Authority's Joint Insurance Fund.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at a fee of (3%) of the Authority's NJUAJIF's Annual Assessment.
3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. Notice of the contract award shall be advertised in accordance with applicable law.
5. 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).

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 40-2024**

**Date: March 27, 2024**

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**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

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 on March 27, 2024.

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FRANK KELAHER, CHAIRMAN

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DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

**RECORDED VOTE:**

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