

# **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 15, 2023 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

March 15, 2023

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REGULAR MEETING March 15, 2023**

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
5. Appointment of Committees for 2022
6. Approval of Minutes – Reorganization Meeting – February 22, 2022
7. Public Comments (any subject)
8. Consideration for approval of list of Resolutions attached dated March 15, 2022
9. Report of Committees:
  - a. Finance Committee
  - b. Personnel Committee
  - c. Insurance Committee
  - d. Operating Committee
  - e. Strategic Plan Subcommittee
  - f. Buildings and Grounds Committee
  - g. Safety and Security Committee
10. Report of Treasurer
11. Report of General Counsel
12. Report of Consulting Engineer
13. Report of Executive Director
14. Report of Authority Engineer
15. Report of Superintendent
16. Old Business
17. New Business
18. Public Comments (on subjects 4 through 17)
19. Adjournment

March 11, 2022

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **RESOLUTIONS**

**March 15, 2023**

## **CONSENT AGENDA**

- 27-2022** Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 28-2022** Retention of Consulting Engineer for the 2024 Service
- 29-2023** Awarding a Contract for the Disposal of Incinerator Ash
- 30-2023** Awarding a Contract for the Delivery of Polymer
- 31-2023** Amendment to the 2022 Capital Budget
- 32-2023** Amendment to the 2022 Operating Budget
- 33-2023** Authorization to Renew a Shared Services Agreement with the Borough of Upper Saddle River
- 34-2023** Approve A Sewer Connection Application With Hampshire Allendale Mf-2020 Llc For The 220-230 West Crescent Avenue, Allendale
- 35-2023** Award contract for Management Consultant Services to assist the Authority with Insurance, Employee Health/Wellness and Benefits Programs

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 27-2023**

**Date: March 15, 2023**

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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 2023 and Health Benefits and Dental Benefits transfers for March 2023; 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,**

**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 15, 2023 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$183,575.62

ACCOUNT: Tax Deposit Account  
Total: \$78,334.73

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$142,542.36

ACCOUNT: Health Benefits Contribution Employee  
Total: \$4,037.25

ACCOUNT: Dental Benefits  
Total Transfer: \$3,804.53

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 27-2023**

**Date: March 15, 2023**

---

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

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$29,971.92

ACCOUNT: Operating Account

Total: \$420,875.23

ACCOUNT: General Improvement Account

Total: \$422,537.19

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CHAIRMAN

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ASSISTANT-SECRETARY

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 28-2023**

**Date: March 15, 2023**

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**RETENTION OF CONSULTING ENGINEER FOR 2024 SERVICE CHARGES  
PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (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 the following professional:

**CONSULTING ENGINEER FOR SERVICE CHARGES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 9, 2023; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 31, 2023; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (iii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 28-2023**

**Date: March 15, 2023**

---

**RETENTION OF CONSULTING ENGINEER FOR 2024 SERVICE CHARGES  
PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, Paul Malmrose of the firm Tighe & Bond, Inc. was determined to be highly qualified and capable of providing Consulting Engineering Services to the Authority based on his experience of having served the Authority in various capacities, including determining service charges, since 1983; and

**WHEREAS**, the services to be rendered on behalf of the Authority include the following tasks:

1. Task 1: Review of 1<sup>st</sup> Quarter Meter Data
2. Task 2: Review of 2<sup>nd</sup> Quarter Meter Data
3. Task 3: Review of 2023 Preliminary User Service Charges
4. Task 4: Review of 2023 Final User Charges
5. Task 5: Miscellaneous Consulting Services

**WHEREAS**, services rendered on behalf of the Authority will be billed at a not to exceed cost of \$65,000; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

**WHEREAS**, the Authority has determined that it is in the best interest to retain the firm of Tighe & Bond as Consulting Engineer for Service Charges as set forth in this Resolution.

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

1. The Authority hereby retains Paul Malmrose of Tighe & Bond as Consulting Engineer for the 2024 Service Charges for the twelve (12) month term commencing on the Resolution date.
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 in an amount not to exceed \$65,000.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 28-2023**

**Date: March 15, 2023**

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**RETENTION OF CONSULTING ENGINEER FOR 2024 SERVICE CHARGES  
PURSUANT TO N.J.S.A. 19:44A-20.4**

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. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

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 15, 2023.

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CHAIRMAN

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ASSISTANT SECRETARY

**RECORDED VOTE:**

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



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 29-2023**

**Date: March 15, 2023**

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**AWARD BID – CONTRACT NO. 23-002 – DISPOSAL OF INCINERATOR ASH**

**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 February 7, 2023, the Authority advertised for a two (2) year contract for Contract No. 23-002 – Disposal of Incinerator Ash; and

**WHEREAS**, on February 28, 2023, the date specified for the public opening and reading of the bids for Contract No. 23-002 – Disposal of Incinerator Ash, three (3) bids were received; and

**WHEREAS**, Environmental Protection & Improvement Company, LLC contained in their bid a price of:

\$124.90 per ton for the existing amount of ash  
\$124.90 per ton for future accumulated ash; and

**WHEREAS**, the Authority's General Counsel has reviewed the bid of Environmental Protection & Improvement Company, LLC and has found same to be in legal conformance with the advertised specifications and bid requirements, and the Local Contract Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, the Authority's technical advisor has reviewed the bid of Environmental Protection & Improvement Company, LLC and has found same, in all technical aspects, to be in conformance with the advertised specifications and bid requirements, and as such has recommended that the Authority accept said bid submitted by Environmental Protection & Improvement Company, LLC; and

**WHEREAS**, it has been certified by the Authority’s Certifying Financial Officer that there are funds available for the award of this contract to Environmental Protection & Improvement Company, LLC; and

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

1. The bid of Environmental Protection & Improvement Company, LLC located at 227 Route 206, Building 1, 2<sup>nd</sup> floor, Flanders, NJ 07836, for Contract No. 23-002 – Disposal of Incinerator Ash be and the same is hereby accepted at the cost of \$124.90 per ton for existing and future accumulated ash for a period of two (2) years.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 29-2023**

**Date: March 15, 2023**

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**AWARD BID – CONTRACT NO. 23-002 – DISPOSAL OF INCINERATOR ASH**

2. In all respects relating to the performance of Contract No. 23-002 hereby awarded to Environmental Protection & Improvement Company, LLC is hereby directed to comply with the requirements of P.L. 1975, Chapter 127, and all other applicable statutes and regulations dealing with anti-discrimination and/or equal opportunity in public contracts.
3. The Executive Director of the Authority shall be and hereby is authorized to execute on behalf of the Authority any such contract with Environmental Protection & Improvement Company, LLC
4. Notice of the contract award shall be advertised in accordance with applicable law.

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 15, 2023.

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CHAIRMAN

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ASSISTANT SECRETARY

**RECORDED VOTE:**

	Bonagura	Jordan	Kelاهر	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 30-2023**

**Date: March 15, 2023**

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**AUTHORIZATION TO AWARD CONTRACT – FURNISHING AND DELIVERY OF LIQUID GRADE ORGANIC POLYMER FOR A DURATION OF TWO YEARS**

**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**, the Authority advertised on February 7, 2023 for the furnishing of a liquid grade organic polymer (Polymer) to serve as a flocculating aid for improving the separation of solid particles suspended in wastewater sludge by Belt Filter Press and Disk Thickener for a time period not to exceed two (2) years; and

**WHEREAS**, on February 28, 2023, the date specified for the public opening and reading of the bids for the polymer contract, one (1) bid was received; and

**WHEREAS**, Polydyne, Inc. submitted a bid price of:

- For Clarifloc EA-192 polymer for the belt filter press: \$0.163/Lb.
- For Clarifloc C-9530 polymer for the disk thickener: \$1.70/Lb.

**WHEREAS**, the Authority’s General Counsel has reviewed the bid of Polydyne, Inc. and has found same to be in legal conformance with the advertised specifications and bid requirements, and the Local Contract Law, N.J.S.A.40A:11-1 et seq.; and

**WHEREAS**, the Authority’s technical advisor has reviewed the bid of Polydyne, Inc. and has found same, in all technical aspects, to be in conformance with the advertised specifications and bid requirements, and as such has recommended that the Authority accept said bid submitted by Polydyne, Inc.; and

**WHEREAS**, it has been certified by the Authority’s Certifying Financial Officer that there are funds available for the award of this contract to Polydyne, Inc.; and

**NOW, THEREFORE, BE IT**

**RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 30-2023**

**Date: March 15, 2023**

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**AUTHORIZATION TO AWARD CONTRACT – FURNISHING AND DELIVERY OF LIQUID GRADE ORGANIC POLYMER FOR A DURATION OF TWO YEARS**

1. The bid of Polydyne, Inc. for the price of Clarifloc EA-192 polymer for the belt filter press: \$0.163/Lb and for Clarifloc C-9530 polymer for the disk thickener: \$1.70/Lb. for a period of two (2) years be and is hereby accepted.
2. In all respects relating to the performance of the polymer Contract hereby awarded, Polydyne, Inc. is hereby directed to comply with the requirements of P.L. 1975, Chapter 127, and all other applicable statutes and regulations dealing with anti-discrimination and/or equal opportunity in public contracts.
3. The Executive Director of the Authority shall be and hereby is authorized to execute on behalf of the Authority any such contract with Polydyne, Inc.
4. Notice of the contract award shall be advertised in accordance with applicable law.

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 15, 2023.

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CHAIRMAN

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ASSITANT SECRETARY

Recorded Vote:

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 31-2023**

**Date: March 15, 2023**

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**AMENDMENT TO THE 2022 AUTHORITY CAPITAL BUDGET**

**WHEREAS**, the Northwest Bergen County Utilities Authority’s 2022 Capital Budget was adopted on the 14<sup>th</sup> day of December 2021; and

**WHEREAS**, N.J.A.C. 5:31-2.8, provides that all amendments to the Authority’s Capital Budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership; and

**WHEREAS**, the Authority’s Administration has reviewed the status of its 2022 capital projects and determined that an amendment is required to reduce, increase and/or reallocate the overall 2022 Capital Budget to projects of greater priority to the Authority and Authority’s sewer system; and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following amendments be made to the Capital Budget of the Northwest Bergen County Utilities Authority for its year ending December 31, 2022:

<u>Funding Source</u>	<u>From</u>	<u>To</u>
Unrestricted Net Position Utilized	\$ 2,491,477	\$ 2,491,477
Renewal & Replacement Reserve	\$ 600,000	\$ 600,000
Debt Authorization	\$ 2,725,000	\$ 2,725,000
Total Funding Source:	<u>\$ 5,816,477</u>	<u>\$ 5,816,477</u>
<b><u>Annual Budget Appropriation</u></b>		
Wastewater Pump Station Improv.	\$ 1,000,000	\$ 1,000,000
Upgrade Operating Building Interior	\$ 1,400,000	\$ 1,400,000
Fiber Optic Pump Station Installations	\$ 25,500	\$ 25,500
Upgrade and Replace PLCs and CSS in Primary Building	\$ -	\$ 115,000
Upgrade Mission and Phoenix Alarm Systems	\$ 160,000	\$ 40,000
Vehicle Fleet Expansion (2 Ford Expeditions)	\$ 100,000	\$ 100,000
Cake Receiving Facility	\$ 375,000	\$ 375,000
Vehicle Storage Building	\$ 100,000	\$ 100,000
Cake Receiving Facility	\$ 525,000	\$ 275,000
Force Main Inspections	\$ 662,750	\$ 662,750
Incinerator Repairs	\$ 175,000	\$ 175,000
Roof Replacement and Repair of Grit Building & Disinfection Bldg	\$ 43,227	\$ 43,227
Allendale Manhole Repairs	\$ -	\$ 5,000
Chapel Road Manhole Replacement	\$ 1,250,000	\$ 1,500,000
	<u>\$ 5,816,477</u>	<u>\$ 5,816,477</u>



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 32-2023**

**Date: March 15, 2023**

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**AMENDMENT TO THE 2022 AUTHORITY OPERATING BUDGET**

**WHEREAS**, the Northwest Bergen County Utilities Authority’s 2022 Operating Budget was adopted on the 14<sup>th</sup> day of December 2021; and

**WHEREAS**, N.J.A.C. 5:31-2.8, provides that all amendments to the Authority’s Operating Budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership; and

**WHEREAS**, the Authority’s Administration has reviewed the status of its 2022 operations and determined that it is desirous and necessary to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated during the fiscal year; and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following amendments be made to the Operating Budget of the Northwest Bergen County Utilities Authority for its year ending December 31, 2022:

<b><u>Operating Revenues</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
Sewer Connection Fees	\$ 400,000	\$ 467,000
Outside Sludge	\$ 650,000	\$ 1,550,000
	<u>\$ 1,050,000</u>	<u>\$ 2,017,000</u>
<b><u>Appropriations</u></b>		
Administrative Salaries and Wages	\$ 758,000	\$ 900,000
Cost of Providing Services Salaries and Wages	\$ 3,724,000	\$ 3,394,000
Cost of Providing Services Fringe Benefits	\$ 2,326,989	\$ 2,246,235
Utilities	\$ 1,182,000	\$ 1,350,000
Insurance	\$ 225,000	\$ 300,000
Vehicles	\$ 81,000	\$ 95,000
Collection System	\$ 535,000	\$ 545,000
Solids Disposal	\$ 1,320,000	\$ 2,020,000
Bond and Loan Principal	\$ 1,835,567	\$ 2,056,724
Interest on Bonds and Notes	\$ 299,655	\$ 347,252
	<u>\$ 12,287,211</u>	<u>\$ 13,254,211</u>





**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 33-2023**

**Date: March 15, 2023**

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**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE  
BOROUGH OF UPPER SADDLE RIVER**

**WHEREAS**, the State of New Jersey encourages local units to enter into agreements for the joint provision of municipal services; and

**WHEREAS**, the State of New Jersey authorizes entering into such agreements for shared services pursuant to NJSA 40A:65-1 et. seq.; and

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) and the Borough of Upper Saddle River (the “Borough”) had entered into a Shared Services Agreement which commenced January 1, 2023 and had a termination date of December 31, 2023 for the Authority to 1) act as the New Jersey Licensed Collection System Operator for the Borough in the sanitary sewer system collection area defined on the sewer map attached and as more specifically defined in the attached Agreement 2) respond to sanitary sewer collection emergencies 24 hours a day, 7 days a week 3) coordinate all third party repairs of the collections system 4) coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary sewer collection system 5) coordinate with the Borough any NJDEP hotline calls and correspondence regarding the sanitary collection system 6) upon request, coordinate and conduct a manhole inspection program and 7) upon request, can conduct New Jersey State Certified Backflow Preventer tests; and

**WHEREAS**, the Borough has adopted its Resolution No. 49-23 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

**WHEREAS**, the Authority desires to enter into this agreement with the Borough for a duration of one (1) year subject to the terms and conditions set forth in said agreement attached hereto.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 33-2023**

**Date: March 15, 2023**

---

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE  
BOROUGH OF UPPER SADDLE RIVER**

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

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Upper Saddle River for a duration of one (1) year to provide the services described in Paragraph 3 above; and
2. The Executive Director of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Upper Saddle River annexed hereto and made a part thereof.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **March 15, 2023**.

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CHAIRMAN

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ASSISTANT SECRETARY

**RECORDED VOTE:**

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

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 34-2023**

**Date: March 15, 2023**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH HAMPSHIRE ALLENDALE MF-2020 LLC  
FOR THE 220-230 WEST CRESCENT AVENUE, ALLENDALE, 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 Allendale (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 Allendale; and

**WHEREAS**, the NBCUA has received a Sewer Connection Application from Hampshire Allendale MF-2020 LLC (the “Applicant”) regarding 220-230 West Crescent Avenue, Allendale, New Jersey. The Applicant proposes a four (4) story multifamily residential building and a proposed Borough Recreation Center. The Applicant proposes seventeen (17) one (1) bedroom units, fifty-three (53) two (2) bedroom units for a total of seventy (70) units as well as a Borough Recreation Center. The Applicant is desirous of collaborating with the Borough of Allendale for the connection to an existing Borough of Allendale sanitary sewer located at West Crescent Avenue. The proposed connection/extension is designed to provide sanitary sewer service to the proposed four (4) story multifamily residential building and a Borough Recreation Center. The proposed connection will involve constructing approximately 130 and 50 linear feet of 6-inch sewer lateral and appurtenances. The application for this connection/extension projects an average daily increase in flow of 14,203 gallons per day (GPD). Based on this projection, fifty-eight (58) additional residential equivalent dwelling unit (“EDU”) (+70 residential and -12 non-residential) will become tributary to the Authority from the Borough of Allendale, (“Project”); and

**WHEREAS**, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on March 8, 2023, to the Interim 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, 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 220-230 West Crescent

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 34-2023**

**Date: March 15, 2023**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH HAMPSHIRE ALLENDALE MF-2020 LLC  
FOR THE 220-230 WEST CRESCENT AVENUE, ALLENDALE, NEW JERSEY  
SEWER CONNECTION**

Avenue with the Borough of Allendale 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 Hampshire Allendale MF-2020 LLC, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Borough of Allendale, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Borough of Allendale, 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.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 34-2023**

**Date: March 15, 2023**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH HAMPSHIRE ALLENDALE MF-2020 LLC  
FOR THE 220-230 WEST CRESCENT AVENUE, ALLENDALE, NEW JERSEY  
SEWER CONNECTION**

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.
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.

**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 15, 2023.

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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. 34-2023**

**Date: March 15, 2023**

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**RESOLUTION AUTHORIZING  
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
TO APPROVE A SEWER CONNECTION APPLICATION  
WITH HAMPSHIRE ALLENDALE MF-2020 LLC  
FOR THE 220-230 WEST CRESCENT AVENUE, ALLENDALE, NEW JERSEY  
SEWER CONNECTION**

DATED: March 15, 2023

**RECORDED VOTE:**

	Bonagura	Jordan	Kasparian	Lo Iacono	Ortega	Soukas	Tombalakian	Kelahr
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 35-2023**

**Date: March 15, 2023**

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**Award contract for Management Consultant Services to assist the Authority with Insurance, Employee Health/Wellness and Benefits Programs**

**WHEREAS**, there exists the need to engage the services of a Management Consultant to assist the Authority with Insurance, Employee Health/Wellness and Benefits programs; and

**WHEREAS**, the Authority's Executive Director has determined that the engagement of a Management Consultant to assist the Authority with Insurance, Employee Health/Wellness and Benefits programs is in the best interests of the Authority; and

**WHEREAS**, **LaMendola Associates Inc.** has submitted to the Authority a written proposal dated February 27, 2023 (the "Proposal") to serve as Management Consultant to assist the Authority with Insurance, Employee Health/Wellness and Benefits programs which Proposal has been reviewed by the Authority's Executive Director and determined to be fair and reasonable; and

**WHEREAS**, the Authority has determined, based upon the foregoing, that it is necessary for its efficient operation to retain the services of **LaMendola Associates Inc.** to serve Management Consultant to assist the Authority with Insurance, Employee Health/Wellness and Benefits programs for a **One (1) Year Term**, until a successor is selected, or at the pleasure of the Authority, whichever shall first occur or be exercised, respectively; and

**WHEREAS**, the Treasurer of the Authority has certified that funds are available for this purpose; and

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

1. **LaMendola Associates Inc.** shall be and is hereby appointed to serve as Management Consultant to the Authority for a **One (1) Year Term**, until a successor is selected, or at the pleasure of the Authority, whichever shall first occur or be exercised, respectively.

2. The Chairman shall be and is hereby authorized to execute a contract similar in form and substance to the contract on file in the Office of the Executive Director, by and between the Authority and **LaMendola Associates Inc.** memorializing the scope of services and compensation to be paid for such services as is acceptable to the Authority, as evidenced by the Chairman's signature thereon.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**NO. 35-2023**

**Date: March 15, 2023**

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**Award contract for Management Consultant Services to assist the Authority with Insurance, Employee Health/Wellness and Benefits Programs**

3. A copy of this Resolution and the contract retaining **LaMendola Associates Inc.** as Management Consultant to assist the Authority with Insurance, Employee Health/Wellness and Benefits programs as approved and authorized by this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director, upon execution by **LaMendola Associates Inc.** and the Authority.

4. The total amount authorized to be paid by the Authority to **LaMendola Associates Inc.** pursuant to the contract herein awarded shall not exceed the total sum of **\$12,500.00** without further action by the Board of Commissioners.

5. The Treasurers Certification that funds are available shall be placed on file and made available for public inspection at the Authority and made a part hereof.

6. A notice of this contract award shall be published in the form prescribed by law.

7. 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).



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 35-2023**

**Date: March 15, 2023**

---

**Award contract for Management Consultant Services to assist the Authority with Insurance, Employee Health/Wellness and Benefits Programs**

I hereby certify that this is a true copy of a Resolution adopted by the Commissioners of the Northwest Bergen County Utilities Authority on March 15, 2023.

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CHAIRMAN

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ASSISTANT SECRETARY

**RECORDED VOTE:**

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