

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

PLEASE TAKE NOTICE the Northwest Bergen County Utilities Authority does hereby notify the public that the Work Session and the Regular Meeting scheduled for Wednesday, May 17, 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, at least 48 hours prior to the meeting.

Northwest Bergen County
Utilities Authority

May 15, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REGULAR MEETING May 17, 2023

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
5. Approval of Minutes
 - a. Regular Meeting – April 19, 2023
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated May 17, 2023
8. Report of Committees:
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Strategic Plan Committee
 - 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

May 15, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTIONS

May 17, 2023

CONSENT AGENDA

- 42-2023 Resolution Honoring Commissioner Michael Kasparian

- 43-2023 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits

- 44-2023 Authorization to Approve Change Order No. 8 to the Interior Alterations at The Service Building Project.

- 45-2023 Authorizing to Renew a Shared Service Agreement with the Borough of Franklin Lakes

- 46-2023 Resolution Authorizing the Northwest Bergen County Utilities Authority to Approve a Sewer Connection Application with 34 Maple Avenue, Llc for Gorga Place, Township Of Washington, New Jersey Sewer Connection (Via Borough Of Ho-Ho-Kus)

- 47-2023 New Hire- Technical IT Advisor

Rev. 5/16/2022

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 42-2023

Date: April 19, 2023

RESOLUTION HONORING COMMISSIONER MICHAEL KASPARIAN

WHEREAS, Michael Kasparian has served as a Commissioner of The Northwest Bergen County Utilities Authority from 2003 to 2023; and

WHEREAS, by his dedication, thoughtful considerations, and judgment, he has contributed to the well being of the Authority, and has earned the gratitude of the citizens of Bergen County; and

WHEREAS, those who have been associated with him have enjoyed the benefits of his experience and leadership; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of The Northwest Bergen County Utilities Authority do hereby express their appreciation to Michael Kasparian for over 20 years of service to the public as a Commissioner.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Northwest Bergen County Utilities Authority at its meeting of May 17, 2023

CHAIRMAN

SECRETARY

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 43-2023

Date: May 17, 2023

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

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

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

WHEREAS, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pensions & Benefits transfers for the month of April 2023 and Health Benefits and Dental Benefits transfers for May 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 May 17, 2023 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$181,116.39

ACCOUNT: Tax Deposit Account
Total: \$78,250.11

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$141,429.09

ACCOUNT: Health Benefits Contribution Employee
Total: \$3,938.77

ACCOUNT: Dental Benefits
Total Transfer: \$3,762.94

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RESOLUTION

No. 43-2023

Date: May 17, 2023

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

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$29,575.37

ACCOUNT: Operating Account
Total: \$694,475.61

ACCOUNT: General Improvement Account
Total: \$187,665.50

CHAIRMAN

ASSISTANT-SECRETARY

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 43-2023

Date: May 17, 2023

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

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$29,575.37

ACCOUNT: Operating Account
Total: \$694,475.61

ACCOUNT: General Improvement Account
Total: \$187,665.50

ASSISTANT-SECRETARY

CHAIRMAN

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. 45-2023

Date: May 17, 2023

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF FRANKLIN LAKES**

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 N.J.S.A. 40A:65-1 et. seq.; and

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) and the Borough of Franklin Lakes (the “Borough”) had entered into a Shared Services Agreement on June 1, 2022 with a termination date of May 31, 2023 for the Authority to 1) act as the New Jersey Licensed Collection System Operator for the Borough; 2) respond to any and all sewer collection emergencies 24 hours a day, 7 days a week; 3) coordinate all third party repairs of the Collection System; 4) when necessary, coordinate, participate and correspond to any and all NJDEP and USEPA inspections and actions regarding the Borough of Franklin Lakes Sanitary Sewer System; 5) coordinate with the Borough and NJDEP Hotline Calls and correspondence regarding the sanitary Collection System; and 6) the Borough will comply as soon as possible with all NBCUA requests for records, information, data or assistance with regard to the operation of the collection system or compliance with any applicable state or federal regulation; and

WHEREAS, the Borough has adopted its Resolution No. 118-23 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.

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

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Franklin Lakes for a duration of one (1) year to act as the New Jersey Licensed Sewer Operator for the Borough in addition to other services as outlined above; and
2. The Chairman or Vice-Chairman of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Franklin Lakes annexed hereto and made a part thereof.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 45-2023

Date: May 17, 2023

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF FRANKLIN LAKES**

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 May 17, 2023.

FRANK KELAHER, CHAIRMAN

DOUGLAS BERN, ASSISTANT SECRETARY

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 46-2023

Date: May 17, 2023

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH 34 MAPLE AVENUE, LLC
FOR GORGA PLACE, TOWNSHIP OF WASHINGTON, NEW JERSEY
SEWER CONNECTION (via Borough of Ho-Ho-Kus)**

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 Ho-Ho-Kus and to accommodate wastewater flow from the Township of Washington (the “Township”); and

WHEREAS, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of sanitary and other waste waters arising within the boundaries of the Borough of Ho-Ho-Kus and to accommodate wastewater flow from the Township of Washington; and

WHEREAS, the NBCUA has received a Sewer Connection Application from 34 Maple Avenue, LLC regarding Gorga Place, Township of Washington, New Jersey (proposed new residential development) who is desirous of collaborating with the Township of Washington for the connection to an existing Borough of Ho-Ho-Kus sanitary sewer located Wearimus Road. The proposed connection/extension is designed to provide sanitary sewer service to a proposed six (6) single family residences. The proposed connection will involve constructing approximately 904 linear feet of 8-inch PVC gravity main, twelve (12) manholes, modification of an existing manhole and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of Gorga Place of the Township of Washington and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of 21,000 gallons per day (GPD). Based on this projection, six (6) additional residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from the Township of Washington, (“Project”); and

WHEREAS, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on April 25, 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 Gorga Place with the Township

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SEWER CONNECTION (via Borough of Ho-Ho-Kus)**

of Washington and the Borough of Ho-Ho-Kus 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 34 Maple Avenue, LLC, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Township of Washington and the Borough of Ho-Ho-Kus, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Township of Washington and Borough of Ho-Ho-Kus, where applicable.
4. Observation and approval by the Authority of infiltration/exfiltration testing, with the Authority to receive two (2) days advanced notice prior to the testing of all newly constructed sewers.
5. Reimbursement to the Authority by the applicant for all engineering expenses incurred by the Authority for inspection and final testing of the sewers and appurtenances.
6. Payment to the Authority by the applicant for all Authority application fees, legal fees, and other application, administrative, technical, and other review expenses relating to the project.
7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.

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FOR GORGA PLACE, TOWNSHIP OF WASHINGTON, NEW JERSEY
SEWER CONNECTION (via Borough of Ho-Ho-Kus)**

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 May 17, 2023.

FRANK KELAHER, CHAIRMAN

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

DATED: May 17, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 46-2023

Date: May 17, 2023

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH 34 MAPLE AVENUE, LLC
FOR GORGA PLACE, TOWNSHIP OF WASHINGTON, NEW JERSEY
SEWER CONNECTION (via Borough of Ho-Ho-Kus)**

RECORDED VOTE:

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