



**MINUTES
REORGANIZATION MEETING
February 16, 2021**

1. The Meeting was called to order at 7:20pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present via Zoom: Bonagura, Duch, Jordan, Kelaher, Lo Iacono, Mongelli, Ortega, Plumley and Chairman Kasparian.

Also present on the conference call were Board Secretary Alison Gordon, Executive Director James Rotundo, Assistant Executive Director John Danubio, Treasurer Todd Sherer, Authority Engineer Howard Hurwitz, Superintendent Robert Genetelli, Municipal Liaison John De Rienzo, General Counsel Douglas Bern, Esq., and Consulting Engineer Nicholas Rotonda.

4. Election of Officers:
 - a. Election of Chairman and Vice-Chairman for 2021: Commissioner Bonagura gave the report from the nominating committee to nominate Michael Kasparian as Chairman and Frank Kelaher as Vice-Chairman for 2021. Commissioner Mongelli made the motion to elect Michael Kasparian as Chairman and Frank Kelaher as Vice-Chairman, Commissioner Lolocono seconded. The motion carried.
5. Chairman Remarks: Chairman Kasparian thanked the Board for his reappointment. Chairman Kasparian acknowledged 2020 was a tough year and looks forward to the Authority coming out stronger.
6. Consideration for approval of minutes:
 - a. Regular Meeting – January 12, 2021: Commissioner Kelaher motioned to accept the minutes, Commissioner Ortega seconded the motion. The motion carried.
 - b. Special Meeting – January 12, 2021: Commissioner Lolocono motioned to accept the minutes, Commissioner Kelaher seconded the motion. The motion carried.
7. Public Comments: No public present.
8. Consideration for approval list of Resolutions dated February 16, 2021.
 - a. The Commissioners voted by Consent Agenda for Resolution No. 10-2021 through 31-2021. Commissioner Duch offered the Consent Agenda and Commissioner Mongelli seconded. All present Commissioners voted yes.

Resolution No. 10-2021 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for January 2021 and Health and Dental Benefits for February 2021 as follows: Payroll Account: \$231,648.90; Tax Deposit Acct: \$106,201.25; Health Benefits Contribution-Employer: \$117,699.89; Health Benefits Contribution Employee: \$4,750.68; Dental Benefits: \$4,407.91; PERS and Contributory Insurance: \$31,651.16; Operating Account: \$281,391.42; General Improvement Account: \$100,111.25.

Resolution No. 11-2021 – Regular Employment – Jason Paneque – O&M Helper: Jason Paneque successfully completed his probationary period in the position of O&M Helper on January 13, 2021. This resolution retains him as a regular employee in this position.

Resolution No 12-2021 – 2021 Schedule of Meetings: This resolution sets the meeting dates for the year 2021.

Resolution No. 13-2021 – Official Newspapers for 2021: This resolution designates the Record, Ridgewood News and Herald News as official newspapers for the Authority for 2021.

Resolution No. 14-2021 – Designation of Bank Depositories for 2021: The following banks have been designated as depositories for the Year 2021: TD Bank, Allendale, NJ; Bank of New York Mellon, Woodland Park, NJ; Santander Bank, Short Hills, NJ; Provident Bank, Oradell, NJ.

Resolution No. 15-2021 – Resolution authorizing contracts with certain approved State Contract Vendors for Contracting Units pursuant to NJSA 40A:11-12a: This Resolution authorizes the purchasing agent to purchase certain goods and services from those approved New Jersey State Contract Vendors as indicated by attachment to the Resolution.

Resolution No. 16-2021 – Authorization to enter into a Shared Services Agreement with the Borough of Upper Saddle River: This Resolution authorizes the Authority to enter into an agreement with Upper Saddle River for a duration of 1 year commencing January 1, 2021 and terminating December 31, 2021 for the Authority to provide the following services: 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.

Resolution No. 17-2021 – Authorization to increase the Not to Exceed Cost of the Professional Services Agreement with T&M Associates to Provide Engineering Services related to the Pump Station Improvements Project: The Authority previously retained T&M Associates to provide consulting engineering services for the referenced project with compensation to be capped at \$537,000. The Firm has submitted a request for an additional \$162,000 due to various matters related to the project. This resolution amends the original Resolution and Agreement to increase the not to exceed cost to \$699,000.

*Resolution No. 18-2021 – Qualifications of individuals/firms for the provision of legal services: The Authority published a request for qualifications for legal services on January 15, 2021. Three (3) responses were received on February 9, 2021. The following firms/individuals were found to be qualified to provide legal services to the Authority: Eric M. Bernstein and Associates, LLC; Bern Root, LLC and Weiner Law Group, LLP.

Resolution No. 19-2021– Qualification of individuals/firms for the provision of engineering services. The Authority published a request for qualifications for engineering services on January 15, 2021. Twelve (12) responses were received on February 9, 2021. The following twelve (12) firms/individuals were found to be qualified to provide engineering services to the Authority: Boswell Engineering; Chavond Barry Engineering Corp; CME Associates; T&M Associates; Tighe & Bond; CP Professional Services; Suburban Consulting Engineers; Engineered Solutions Corporation; Neglia Engineering Associates; MFS Engineers & Surveyors; PS&S; Maser Consulting.

Resolution No. 20-2021 – Qualification of individuals/firms for the provision of auditing services. The Authority published a request for qualifications for the position of Auditor on January 15, 2021. One (1) response was received on February 9, 2021. The following firm was found to be qualified to provide auditing services to the Authority: Wielkotz & Company, LLC.

Resolution No. 21-2021 – Qualifications of individuals/firms for the provision of bond counsel services. The Authority published a request for qualifications for bond counsel services on January 15, 2021. Two (2) responses were received on February 9, 2021. The following firms were found to be qualified to provide bond counsel services to the Authority: Gibbons, PC; Wilentz, Goldman & Spitzer, PA.

Resolution No. 22-2021 – Qualifications of individuals/firms for the provision of risk management services: The Authority published a request for qualifications for risk management services on January 15, 2021. Two (2) responses were received on February 9, 2021. The following two (2) firms were found to be qualified to provide risk management services to the Authority: Alamo Insurance Group and Arthur Caughlan & Gerard Quinn Risk Management & Insurance, A Division of Nelson-Patterson and Conklin & Kraft.

Resolution No. 23-2021 – Retention of Auditor for 2021 pursuant to NJSA 19:44A-20.4: The firm of Wielkocz & Company, LLC was found to be highly qualified and eminently capable of providing auditing services to the Authority. This Resolution retains Wielkocz & Company, LLC as Auditor for the year 2021 with a not to exceed compensation amount of \$77,850.

*Resolution No. 24-2021 – Retention of General Counsel for 2021 pursuant to N.J.S.A. 19:44A-20.4: Bern Root, LLC was found to be highly qualified and eminently capable of providing legal services. This Resolution retains Bern Root, LLC as General Counsel for 2021, with a not to exceed compensation amount of \$75,000.

*Resolution No. 25-2021 – Retention of Labor Counsel for 2021 pursuant to N.J.S.A. 19:44A-20.4. Eric M. Bernstein & Associates, LLC was found to be highly qualified and eminently capable of providing labor counsel services. This resolution retains Eric M. Bernstein & Associates, LLC as Labor Counsel for 2021, with a not to exceed compensation amount of \$15,000.

Resolution No. 26-2021 – Retention of Bond Counsel for 2021 pursuant to N.J.S.A. 19:44A-20.4. Gibbons, PC was found to be highly qualified and eminently capable of providing bond counsel services. This resolution retains Gibbons, PC as Bond Counsel for 2021, with a not to exceed compensation amount of \$75,000.

Resolution No. 27-2021 – Retention of Risk Manager pursuant to N.J.S.A. 19:44A-20.4: Alamo Insurance Group, Inc. was found to be highly qualified and eminently capable of providing risk management services. This resolution retains Alamo Insurance Group, Inc. as Risk Manager for 2021, at a rate of 3% of the NJUAJIF Annual Premium Assessment.

Resolution No. 28-2021 – Retention of Consulting Engineer for 2021 pursuant to N.J.S.A. 19:44A-20.4. T&M Associates was found to be highly qualified and eminently capable of providing consulting engineer services. This resolution retains T&M Associates as the Consulting Engineer for 2021, with a not to exceed compensation amount of \$120,000.

Resolution No. 29-2021 – Retention of Consulting Engineer for 2021 for Instrumentation, Automation and Computer Systems pursuant to NJSA 19:44A-20.4: Engineered Solutions Corporation was found to be highly qualified and eminently capable of providing consulting engineer services. This resolution retains Engineered Solutions Corporation as Consulting Engineer to provide engineered services related to Instrumentation, Automation and Computer Systems in 2021, with a not to exceed compensation amount of \$75,000.

Resolution No. 30-2021 – Retention of Consulting Engineer for 2022 Service Charges pursuant to N.J.S.A. 19:44A-20.4. Paul Malmrose of Tighe & Bond, Inc.

was determined to be highly qualified and capable of providing consulting engineering services to the Authority. This resolution retains Paul Malmrose of Tighe & Bond as the engineer for 2022 service charges with a not to exceed compensation of \$50,000.

Resolution No. 31-2021 – Retention of Consulting Engineer for General Incinerator Advice for 2021 pursuant to N.J.S.A. 19:44A-20.4.: Chavond Barry Engineering Corp. was found to be highly qualified and eminently capable of providing consulting engineer services. This resolution retains Chavond Barry Engineering Corp. as Consulting Engineer to provide general incinerator advice in 2021, with a not to exceed compensation amount of \$140,000.

- b. Commissioner Kelaher offered Motion 21-01. Commissioner Jordan seconded. All Commissioners voted yes. The Motion carried.

Motion 21-01 – Motion to grant an unpaid leave of absence for Gregory Kuipers, O&M Helper beginning February 8, 2021 through April 9, 2021.

9. Report of Treasurer: There is approximately \$12.6 million in short term investments at an interest rate ranging from .1% to .2%.
10. Old Business: No old business
11. New Business: No new business.
12. Public Comments: No public present.
13. Adjournment: The meeting adjourned at 7:25pm.


ALISON GORDON, SECRETARY

*Resolutions 18-2021, 24-2021 & 25-2021 will be rescinded and re-voted on at the next Regular meeting of the Authority. Chairman Kasparian realized that he should not have voted on these resolutions due to a conflict of interest.