



**MINUTES
REGULAR MEETING
January 12, 2021**

1. The Meeting was called to order at 7:37pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present via a web based conference call on Zoom: Bonagura, Jordan, Kelaher, LoIacono, Ortega, Plumley and Chairman Kasparian. Commissioners Duch and Mongelli were absent.

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, Municipal Liaison John De Rienzo, General Counsel Douglas Bern, Esq., and Consulting Engineer Stephen Bonk. Superintendent Robert Genetelli was absent.

4. Chairman Remarks:
 - a. Appointment of Nominating Committee: Chairman Kasparian appointed Commissioner Bonagura to Chair the nominating committee for the 2021 election of Chairman and Vice-Chairman at the February Reorganization meeting.
5. Consideration for approval of minutes:
 - a. Regular Meeting – December 8, 2020: Commissioner Kelaher motioned to accept the minutes, Commissioner Bonagura seconded the motion. The motion carried. Commissioners Jordan and Lo Iacono abstained.
 - b. Special Meeting – December 8, 2020: Commissioner Kelaher motioned to accept the minutes, Chairman Kasparian seconded the motion. The motion carried. Commissioners Jordan and Lo Iacono abstained.
6. Public Comments: Commissioner Lo Iacono motioned to open the meeting to the public for comment, Chairman Kasparian seconded. No public was present. Commissioner Jordan motioned to close the meeting to public comment, Chairman Kasparian seconded.
7. Consideration for approval list of Resolutions dated January 12, 2021.
 - a. The Commissioners voted by Consent Agenda for Resolution No. 02-2021 through 09-2021. Commissioner Kelaher offered the Consent Agenda, Commissioner Ortega seconded. The following Commissioners voted yes: Bonagura, Kelaher, Lo Iacono, Ortega, Plumley and Kasparian. Commissioner Jordan abstained.

Resolution No. 02-2021 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for December 2020 and Health and Dental Benefits for January 2021 as follows: Payroll Account: \$221,316.13; Tax Deposit Acct: \$91,202.45; Health Benefits Contribution-Employer: \$118,605.77; Health Benefits Contribution Employee: \$4,569.06; Dental Benefits: \$4,333.31; PERS and Contributory Insurance: \$33,262.06; Operating Account: \$472,252.40; General Improvement Account: \$1,249,017.98.

Resolution No. 03-2021 – Regular Employment – Theodoros Perides – O&M Helper: Theodoros Perides successfully completed his probationary period in the position of O&M Helper on January 8, 2021. This resolution retains him as a regular employee in this position.

Resolution 04-2021 – Maureen Sullivan – Office Secretary: The position of office secretary has been vacant since on or about June 29, 2020. Ms. Maureen Sullivan applied for the position of Office Secretary and the Authority has determined Ms. Sullivan is competent, qualified and experienced to perform this job. This resolution hires Ms. Sullivan in the position of office secretary, subject to a 180 day probationary period, at an annual salary of \$53,000 with a start date to be determined by the Executive Director.

Resolution No. 05-2021 – Resolution Authorizing Pay Enhancement related to COVID-19: The operation and maintenance of an effective and efficient waste water treatment system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system. The Authority plays an important role in providing these essential services within the Authority's sewer service district. Coronavirus disease 2019 ("COVID-19") is a contagious, and at times fatal, respiratory disease caused by the SARS-CoV-2 virus and spread of COVID-19 within the State of New Jersey created an immediate public health hazard threatening and endangering the health, safety, and welfare of the residents of the State of New Jersey. The Governor of the State of New Jersey issued Executive Order 103 on March 9, 2020, declaring and proclaiming that a Public Health Emergency and State of Emergency exist in the State of New Jersey due to the existence and impact of COVID-19, which declaration has been extended by subsequent Executive Orders issued by Governor Murphy and continues in full force and effect as of this date. The President of the United States also declared a National Emergency as a result of the COVID-19 pandemic. In response to the health emergency posed by COVID-19, the Bergen County Executive issued Executive Order No. 2020-01 on March 10, 2020, declaring a State of Emergency in Bergen County due to the COVID-19 pandemic. COVID-19 has been detected in fecal samples and wastewater collected from infected communities. In order to combat against the spread of COVID-19, Authority staff, despite the known high exposure risk, have responded to the needs of residents despite the known risk to their own personal health, safety and welfare. The Authority desires to demonstrate its appreciation to all its employees by providing appropriate COVID-19 enhancement pay for employees of the Authority who continued to work for the Authority, notwithstanding the risk of physical hardship related to COVID-19. This Resolution authorizes the Executive Director and gives him the sole and complete authority for the distribution of pay enhancements related to COVID-19 in the amount of \$3,000 to all employees of the Authority employed as of December 31, 2020. The COVID-19 related pay enhancement shall be issued to eligible employees as wages and shall be subject to all applicable Federal and State withholding taxes shall not affect any employee's yearly salary for calculations related to P.L. 2011 Chapter 78, overtime calculations, hourly wages, and/or other terms or conditions of employment.

Resolution No. 06-2021 – Designation of Public Agency Compliance Officer for 2021: The resolution designates Robert Genetelli as the Public Agency Compliance Officer for the Authority for the year 2021.

Resolution No. 07-2021 - Resolution Approving Change Order No. 3 for Contract No. 271 – Aeration Blower Replacement and Waste Sludge System Upgrade: The Authority previously awarded this Contract to Coppola Services, Inc. The Contractor has submitted a Change Order in the amount of \$50,315 for the Blower Equipment Modification and SCADA Allowance as well as an addition of time to complete the project of 897 calendar days. The Authority's

Consulting Engineer, T&M Associates, has reviewed the change order and recommends approval of same. This resolution approves Change Order No. 3.

Resolution No. 08-2021- Resolution to Rescind Resolution No. 99-2020 – Resolution to Engage the Services of T&M Associates to provide the Engineering Services required for the Interceptor System Rehabilitation Project (S340700-19): The Authority approved Resolution No. 99-2020 to engage the services of T&M Associates to provide the Engineering Services required for the Interceptor System Rehabilitation Project (S340700-19). T&M was previously authorized to perform these services by Resolution 114-2018. This Resolution rescinds Resolution 99-2020. Resolution 114-2018 remains in full force and effect and unamended.

Resolution No. 09-2021 – Resolution of the Northwest Bergen County Utilities Authority Authorizing Emergency Spending to Repair Damaged Sewage Pipe: The Authority was alerted to a discharge of water on Darlington Avenue near the Darlington Pump Station and upon investigation identified a leak in the 24” force main. The Authority’s engineer had determined that an emergency repair of the force main was required, together with a by-pass pumping system to allow for the repairs. The damage of this sewage line threatens the health, safety and welfare of the public. The Engineer has concluded that an emergency condition exists and recommended that this section of sewage line be repaired immediately. This Resolution authorizes the Authority to immediately solicit quotes and award an emergency contract pursuant to NJSA 40A:11-6 to perform the required repairs.

8. Report of Committees:

- a. Insurance Committee: At the Work Session, Commissioner Plumley provided information concerning our flood insurance coverage at the Darlington Pump Station. Kathy Young of Alamo Insurance Group participated in the discussion. Commissioner Plumley advised she does not believe we need to increase our coverage at the Pump Station at this time.

9. Report of Treasurer: A monthly financial statement ending December 31, 2020 was distributed to the Board. Treasurer Sherer congratulated the staff and Board on a job well done in a difficult year. The report may change a bit as adjustments are made this month.

10. Old Business: No old business.

11. New Business: No new business.

12. Public Comments: No public present.

13. Adjournment: Chairman Kasparian made a motion to adjourn the meeting, Commissioner Kelaher seconded. The meeting adjourned at 7:45pm.


ALISON GORDON, SECRETARY