



**MINUTES
REGULAR MEETING
JULY 12, 2011**

1. **The Chairman called the Meeting to order at 8:15 p.m.**
2. **The Chairman read the statement in compliance with C.231, PL 1975.**
3. **Roll Call: the following Commissioners were present: Chewcaskie, Dachnowicz, Kasparian, Kelaher, Plumley, Rotonda, Shafron and Dator.**
4. **Salute to the Flag. The salute to the flag was led by the Chairman.**
5. **Chairman's remarks. The Chairman had no remarks at this time.**
6. **Approval of Minutes.**

Special Meeting on Connection Fees – May 3, 2011. Commissioner Kasparian made a motion to approve the minutes of May 3, 2011, seconded by Commissioner Kelaher. All Commissioners present voted in favor of approving the minutes of May 3, 2011.

Regular Meeting of June 7, 2011. Commissioner Chewcaskie made a motion to approve the minutes of June 7, 2011, seconded by Commissioner Kasparian. All Commissioners present voted in favor of approving the minutes of June 7, 2011 except Commissioner Dachnowicz who abstained.

7. **Public Comments. No public was present except for County Counsel.**
8. **Consideration for approval list of Resolutions attached dated July 12, 2011.**

All Resolutions were discussed during the work session.

Commissioner Chewcaskie moved Resolutions #60-2011 thru #67-2011, seconded by Commissioner Shafron. All Commissioners present voted in favor of these Resolutions. Commissioner Rotonda abstained on all payments to vendor #1067 on Resolution #60-2011.

Resolution #60-2011. Approval of Vouchers, Payroll Transfers, Payroll Tax Deposits and Pensions and Benefits Transfers for the month of June 2011 and Health and Dental Benefits for July 2011. Payroll Account, \$233,592.15; Tax Deposit Account, \$88,683.01; PERS and Contributory Insurance, \$22,021.24; Health Benefits \$85,654.69; Dental Benefits, \$5,008.56; DCRP Employee Contribution \$22.92; DCRP Employer

Contribution, \$12.50; Operating Account \$341,496.38; Improvement Account, \$743.75; 2009A Project Account \$43,395.93; 2010 WWT Project Account, \$449,918.38. Commissioner Rotonda abstained on all payments to vendor #1067.

Resolution #61-2011 Cancellation of August Meetings. This Resolution is for the cancellation of August meetings and authorization for the Executive Director and Administrative Assistant to make payments on contractual obligations which become due and for professional services rendered, provided all vouchers submitted have been approved by the Authority Chairman.

Resolution #62-2011 Full-time employment, Alison Gordon, Secretary. This resolution is to retain Alison Gordon as a fulltime employee effective June 23, 2011 at an annual salary of \$45,000 per year.

Resolution #63-2011 Proposed sanitary sewer extension, 291 & 294 Wiley Place, Wyckoff. This resolution is for a proposed connection to serve two existing single family dwellings presently served by septic systems. The proposed connection will add two residential EDUs to the Authority from the Township of Wyckoff.

Resolution #64-2011 Proposed sanitary sewer extension, Lower Mountain Avenue, Wyckoff. This resolution is for a proposed connection to serve seven existing single family dwellings presently served by septic system. Only four homes will be connecting at this time. The extension is located in Lower Mountain Ave. and Kenneth Place and will add seven residential EDUs to the Authority from the Township of Wyckoff.

Resolution #65-2011 Authorization to award Contract #258 for the Channel 1 UV Replacement Project. This resolution is to award the bid to the low bidder, Cothery Construction Co., Inc. at the bid price of \$998,800. A total of four bids were received.

Resolution #66-2011. Resolution providing for the Declaration of Official Intent under Treasury Regulation Section 1.150-2 to reimburse prior expenditures related to various Sewer System Improvements. The Authority intends to issue debt obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended and that will be used to finance various sewer improvements, including construction of a new sanitary sewer pump station, force main and collection system to service the business district area of the Borough of Franklin Lakes. The Authority intends to finance the Project, in part, with the Project Debt Obligations but may pay for certain costs of the Project prior to the issuance of the Project Debt Obligations with funds of the Authority which are not borrowed funds. The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$5,900,000.

Resolution #67-2011. Resolution of the Northwest Bergen County Utilities Authority directing application be made to the Local Finance Board pursuant to N.J.S.A.40A:5A-6 and 58:11b-9(a). This resolution is to make application to the Local Finance Board for its review of a proposed project financing in connection with the undertaking of various sewer improvements, including construction of a new sanitary sewer pump station, force main and collection system to service the business district area of the Borough of Franklin Lakes in connection with an interim loan and a permanent loan through the New Jersey Environmental Infrastructure Trust.

9. Reports of Committees

- A. Finance Committee – A meeting will be scheduled to discuss an RFP for an Authority Banking Institution. General Counsel will support this activity.**
- B. Personnel Committee – A resolution was passed tonight appointing Alison Gordon full time Secretary.**
- C. Insurance Committee – Executive veto of Risk Manager appointment remains an open issue.**
- D. Operating Committee – a report was presented during the Work Session. Highlights are as follows:**

Committed Flow Report – The plant averaged 13.7mgd flow for the month of May.

Franklin Lakes Interceptor - The Authority is continuing with its plan to expand service to the western municipalities (Franklin Lakes and perhaps Oakland) in order to increase capacity and reduce unit costs. A loan agreement with the NJEIT has been approved.

Franklin Lakes continues to prepare ordinances to address the planned sewer systems. A meeting was held with the mayor to address any open issues.

The Borough of Oakland has initiated a study financed by the Highlands Commission to identify options for sewer systems.

I&I Issues – The Executive Director reported on a meeting with several Waldwick Councilmen to discuss I&I issues. Aside from the sump pump issue, the Authority has begun an investigation of sources of I&I in specific locations in Waldwick.

Discharge Permit Appeal – NJDEP has issued a stay for all contested permit limits until the next permit cycle.

Authority Improvement Programs – Authority has advertised bids for the UV Treatment system and awarded a contract to Cothery Construction.

E. Buildings & Grounds – Nothing additional to report.

- 10. Report of Treasurer – Report was given by Executive Director. It was reported that we have short term investments (9 to 30 days) of \$13 million at rates ranging from 0.05% to 1.25%. These funds reflect the debt service payments due on July 15, 2011.**

\$4.6 million is invested at rates of 4.76% to 6.17% which are bond reserve funds.

- 11. Report of Counsel – Reviewed and approved the award of Contract #258 for the UV Train #1 Replacement to Cothery Construction Co., Inc.**

Working with the Executive Director with regard to the issuance of a bid specification for equipment to be leased by Authority to process trap grease.

- 12. Report of Engineer – Nothing further to report.**

- 13. Report of Executive Director – The Authority sold 138 Solar Energy Credits (SRECs) for a total of \$88,735.38. These are 2011 credits earned from November 2010 through April 2011.**

- 14. Report of Superintendent – The Authority conducted smoke testing of sewer lines in Mahwah in an effort to investigate sources of odor complaints. The testing uncovered a number of potential sources. A report was issued by T&M and will be distributed.**

Performance of the treatment plant continues to be satisfactory. Sludge quality has been very good and fuel oil requirements have been reduced.


Septage deliveries are ahead of last year and will have a positive impact on our income.

- 15. Old Business. No old business.**

- 16. New Business. No new business.**

- 17. Public comments (on subjects 8 through 17). No public comments.**

- 18. Adjournment. Motion to adjourn was made by Commissioner Kasparian, seconded by Commissioner Chewcaskie. All Commissioners present voted to adjourn at 8:21 p.m.**


Madeline Thumudo, Secretary