



**MINUTES
REGULAR MEETING
October 20, 2020**

1. The Meeting was called to order at 7:47pm.
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, Duch, Jordan, Kelaher, LoIacono, Ortega, and Chairman Kasparian. Commissioners Mongelli and Plumley 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, General Counsel Douglas Bern, Esq., Authority Auditor Robert McNinch and Consulting Engineer Nicholas Rotonda. Superintendent Robert Genetelli was absent.

4. Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – September 15, 2020: Commissioner Ortega motioned to accept the minutes, Commissioner Jordan seconded the motion. The motion carried. Commissioner Bonagura abstained.
6. Public Comments: There were no public comments.
7. Consideration for approval list of Resolutions dated October 20, 2020.
 - a. The Commissioners voted by Consent Agenda for Resolution No. 84-2020 through 90-2020. Commissioner Jordan offered the Consent Agenda and Commissioner Duch seconded. All present Commissioners voted yes.

Resolution No. 84-2020 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for September 2020 and Health and Dental Benefits for October 2020 as follows: Payroll Account: \$208,406.81; Tax Deposit Acct: \$88,458.90; Health Benefits Contribution-Employer: \$118,544.12; Health Benefits Contribution Employee: \$4,528.04; Dental Benefits: \$4,299.43; PERS and Contributory Insurance: \$30,475.52; Operating Account: \$358,239.59; General Improvement Account: \$299,490.34.

Resolution 85-2020– Amendment to the 2020 Authority Capital Budget: The Authority has reviewed the status of the 2020 capital projects and determined that an amendment is required to reduce and reallocate the overall 2020 capital budget to projects of greater priority to the Authority and the Authority’s sewer system.

The original 2020 capital budget was \$5,891,000 and has been amended to \$4,810,000. The specific budgets per project are outlined in the Resolution. Two certified copies of this Resolution will be filed with the Division of Local Government Services for certification of the Authority budget so amended.

Resolution No. 86-2020 – New Hire – Gerard McNerney, Jr. as Plant Operator: There presently exists a need for a Plant Operator. It has been recommended by the Executive Director and Superintendent to hire Gerard McNerney, Jr. This Resolution employs Mr. McNerney as a Plant Operator effective October 5, 2020 subject to a 180 day probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 87-2020 – Authorization to Enter into Shared Services Agreements related to Sanitary Sewer Cleaning and CCTV Inspection Services: This Resolution authorizes the Authority to enter into shared services agreements for the 2021-2022 calendar years related to providing the services of Sanitary Sewer Cleaning and CCTV Inspections and further for the Executive Director to execute any such agreement on behalf of the Authority.

Resolution No. 88-2020 – Qualification of individuals/firms for the provision of architectural services. The Authority issued a Request for qualifications for engineering services on October 2, 2020. Fourteen (14) responses were received on October 14, 2020. The following eight (8) firms/individuals were found to be qualified to provide engineering services to the Authority: LAN Associates; Stonewater Architecture, LLC; RSC Architects; Settembrino Architects; PS&S, LLC; DMR Architects; ThinkForm Design Architects, LLC; Environetics Group Architects, PC.

Resolution No. 89-2020 – Retention of Architect pursuant to N.J.S.A. 19:44A-20.4: RSC Architects was found to be highly qualified and eminently capable of providing architectural services. This resolution retains RSC Architects as Architect through December 31, 2021, with a not to exceed compensation amount of \$25,000.

Resolution No. 90-2020 – Authorization for Payment of Bills for November 2020: The regularly scheduled meeting of November 10, 2020 may be canceled. The Authority's bills are approved for payment at the monthly meetings and this resolution authorizes the Executive Director and Administrative Assistant to prepare the August bill list for circulation to the Commissioners by November 5, 2020 for review. If there are any objections or bills that require discussion those will be held and the remainder of the bills will be paid on November 11, 2020.

8. Report of Committees:

- a. Insurance Committee: There was a discussion at the Work Session concerning the flood coverage at the Darlington Pump Station. Executive Director Rotundo gave

an update concerning this matter. He reported to the Board the various precautions and measures that have been put in place at the Pump Station to protect it from a flood event. The Authority is still reviewing the information from T&M Associates concerning this matter and will evaluate the matter further to determine if greater coverage is needed. If so, the Authority will contact the Risk Manager to obtain quotes to see what the coverage options would be.

- b. **Strategic Planning:** it was reported at the Work Session that the Borough of Oakland is proceeding with its plans to connect to the Authority's system. At some point, the Authority will need to amend its Wastewater Management Plan for this connection. Mr. Bern advised the Board he is currently working with the Borough's special counsel to prepare an agreement between Oakland and the Authority for the acceptance of their flow.
9. **Report of General Counsel:** During Mr. Bern's report at the Work Session, the matter concerning public meetings was discussed. Many public bodies are continuing with virtual meetings and/or are conducting hybrid meetings allowing for in person and virtual public attendance and participation. The Board discussed this matter and it was determined to continue to keep the Authority closed to the public and to continue to hold the meetings virtually through Zoom.
10. **Report of Treasurer:** There is approximately \$9.3 million in short term investments earning interest of .35%. A monthly financial statement ending September 30, 2020 was distributed to the Board.
11. **Old Business:** No old business.
12. **New Business:** No new business.
13. **Public Comments:** No public comments.
14. **Adjournment:** The meeting adjourned at 7:51pm.


ALISON GORDON, SECRETARY