



**MINUTES  
REGULAR MEETING  
December 11, 2018**

1. The Meeting was called to order at 7:27pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Kelaher, Lo Iacono, Ortega, Plumley and Chairman Kasparian. Commissioners Duch and Mongelli were absent.

Also present were Board Secretary Alison Gordon, Executive Director James Rotundo, Treasurer Todd Sherer, Authority Engineer Howard Hurwitz, Authority Auditor Robert McNinch, General Counsel Douglas Bern, Esq. and Consulting Engineer Nicholas Rotonda. Superintendent Robert Genetelli was absent.

4. The Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
  - a. Regular Meeting – November 20, 2018: Commissioner Kelaher motioned to accept the minutes from the November 20, 2018 regular meeting, Chairman Kasparian seconded the motion. The motion carried.
6. Public Comments: No public present.
7. Consideration for approval list of Resolutions dated December 11, 2018.
  - a. The Commissioners voted by Consent Agenda for Resolution No. 119-2018, 121-2018 through 124-2018, and 126-2018 through 129-2018. Commissioner Chewcaskie offered the Consent Agenda and Chairman Kasparian seconded. All present Commissioners voted yes.

Resolution No. 119-2018 – Resolution Authorizing Agreement for Acceptance of Sludge from Suez Water of New Jersey, Inc.: This resolution authorizes the Authority to enter into an agreement with Suez Water of New Jersey, Inc. for a period of 3 years to accept sludge from the Suez facilities located in West Milford, NJ pursuant to certain terms and conditions.

Resolution No. 121-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for November 2018 and Health and Dental Benefits for December 2018 as follows: Payroll Account: \$277,473.06; Tax Deposit Acct: \$112,542.77; Health Benefits Contribution-Employer: \$113,926.01; Health Benefits Contribution Employee: \$4,522.11; Dental Benefits: \$4,119.82; PERS and Contributory Insurance: \$33,253.46; Operating Account: \$418,631.45; General Improvement Account: \$614,972.01.

Resolution No. 122-2018 – Title Change for Elijah Bueno to Plant Operator: There presently exists a need for a Plant Operator. This resolution transfers Elijah Bueno from O&M Helper to Plant Operator effective December 3, 2018 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the collective bargaining agreement.

Resolution No. 123-2018 – New Hire – Daniel Pilszak as O&M Helper: There presently exists a need for an O&M Helper. It has been recommended by the Executive Director and Superintendent to hire Daniel Pilszak. This Resolution employs Mr. Pilszak as an O&M Helper effective December 10, 2018 subject to a one hundred eighty day (180) probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 124-2018 – New Hire – Albert DiClemente, Jr. as O&M Helper: There presently exists a need for an O&M Helper. It has been recommended by the Executive Director and Superintendent to hire Albert DiClemente, Jr. This Resolution employs Mr. DiClemente as an O&M Helper effective December 10, 2018 subject to a one hundred eighty day (180) probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

Resolution No. 126-2018 – Resolution Amending the Not to Exceed Cost of the Agreement with Meyerson, Fox, Mancinelli & Conte, PA to provide General Counsel Legal Services: The Authority retained Meyerson, Fox, Mancinelli & Conte, PA in February 2018 to provide general counsel legal services with compensation to be capped at \$70,000. The Firm has submitted a request for an additional \$25,000 due to numerous outstanding legal matters. This resolution amends the original Resolution and Agreement to increase the not to exceed cost to \$95,000.

Resolution No. 127-2018 – Authorization to enter into a Shared Services Agreement with the Borough of Westwood: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Westwood to provide the services of monthly monitoring of their three (3) pump stations for a period of two (2) years.

Resolution No. 128-2018 – Authorization to enter into a Shared Services Agreement with the Borough of Emerson: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Emerson to provide the services of monthly monitoring of their two (2) pump stations for a period of two (2) years.

Resolution No. 129-2018 – Resolution authorizing Executive Director to enter into a Professional Services Contract with Valley Medical Group regarding the coordination and conduct of Alcohol and Drug Testing Services: The Agreement will be effective from January 1, 2019 through December 31, 2019 at a fee as outlined in the fee schedule within the agreement.

- b. Resolution No. 125-2018 was voted on separately. Commissioner Kelaher offered the Resolution, Commissioner Bonagura seconded. The following Commissioners voted yes: Bonagura, Kelaher, Lo Iacono, Ortega, Plumley and Kasparian. Commissioner Chewcaskie abstained.

Resolution No. 125-2018 – Resolution authorizing a Memorandum of Agreement between the Northwest Bergen County Utilities Authority (“NBCUA”) and the Borough of Oakland (“Oakland”) providing for an Agreement by the NBCUA to accept Sewage Flow from Oakland and Describing the Implementation of Same: This resolution authorizes the Authority to enter into a Memorandum of Agreement with the Borough of Oakland which substantially incorporates the terms as defined in the Resolution and further authorizes the Authority’s Executive Director and General Counsel to negotiate these terms on the Authority’s behalf. Upon substantial completion, the MOA shall be presented to the Authority for authorization and execution.

8. Report of Committees:

- a. Safety & Security: The Authority will be evaluating and prioritizing safety and security improvements for 2019 and will pursue any possible grants for funding of identified improvements.

9. Report of Treasurer: There is approximately \$8.7 million in short term investments earning interest rates ranging from 1.68% to 1.85%.

A monthly financial statement for period ending November 30, 2018 has been distributed to the Board.

10. Report of Authority Engineer: Mr. Hurwitz reported during the Work Session that the Ho-Ho-Kus Trunk Sewer East Interceptor Rehabilitation Project has been completed. There will be a cleanup of the project site during the spring.

Knolls Section Sanitary Sewer System: A pre-construction meeting was held with Boswell Engineering, Wyckoff Township Officials and the Contractor, Hutton Construction, LLC. A notice to proceed has been issued for this project.

11. Old Business: No old business.

12. New Business: No new business.

13. Public Comments: No public Comments.

14. Adjournment: Commissioner Lo Iacono made a motion to adjourn the meeting, Commissioner Chewcaskie seconded. The meeting adjourned at 7:31pm.

  
ALISON GORDON, SECRETARY