



**MINUTES
REGULAR MEETING
January 13, 2020**

1. The Meeting was called to order at 7:41pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present: Bonagura, Duch, Jordan, Kelaher, Mongelli, Ortega, Plumley and Chairman Kasparian. Commissioner Lo Iacono was absent.

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

4. Chairman Remarks: No Remarks.
5. Consideration for approval of minutes:
 - a. Regular & Special Meeting – December 10, 2019: Commissioner Bonagura motioned to accept the minutes, Commissioner Ortega seconded the motion. The motion carried. Commissioners Duch, Jordan, Kelaher and Mongelli abstained.
6. Public Comments: No public present.
7. Consideration for approval list of Resolutions dated January 13, 2020.
 - a. The Commissioners voted by Consent Agenda for Resolution No. 02-2020 through 12-2020. Commissioner Duch offered the Consent Agenda and Chairman Kasparian seconded. All present Commissioners voted yes.

Resolution No. 02-2020 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for December 2019 and Health and Dental Benefits for January 2020 as follows: Payroll Account: \$337,380.01; Tax Deposit Acct: \$141,640.27; Health Benefits Contribution-Employer: \$112,100.56; Health Benefits Contribution Employee: \$4,732.85; Dental Benefits: \$4,290.70; PERS and Contributory Insurance: \$31,605.46; Operating Account: \$449,575.40; General Improvement Account: \$200,794.37.

Resolution No. 03-2020 – Regular Employment – Michael McKenzie – O&M Helper: Michael McKenzie successfully completed his probationary period in the position of O&M Helper on January 1, 2020. This resolution retains him as a regular employee in this position.

Resolution No. 04-2020 – Regular Employment – Howard DeWitt – O&M Helper: Howard DeWitt successfully completed his probationary period in the position of O&M Helper on January 1, 2020. This resolution retains him as a regular employee in this position.

Resolution No. 05-2020 – Authorization to enter into a Shared Services Agreement with the Borough of Waldwick: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Waldwick for a period of two (2) years commencing January 1, 2020 and ending December 31, 2021 to perform the following services: 1) provide monitoring of the Borough's three (3) waste water pump stations once per week on the Wednesday of each week 2) perform repairs, corrective actions as directed by the Borough 3) Clean each of the pumping stations twice annually at no additional cost and 4) support Waldwick catch basin cleaning activities when requested.

Resolution No. 06-2020 – Authorization to enter into a Shared Services Agreement with the Borough of Allendale: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Allendale for a period of one (1) year commencing January 1, 2020 and ending December 31, 2020 for the following services: 1) act as the Borough's New Jersey Licensed Operator 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. 07-2020: Resolution Authorizing the Renewal of Agreement with Wind River Environmental, LLC: The Authority previously entered into an agreement with Wind River Environmental, LLC while under the business name of Residual Management Services, LLC, DBA Earthcare for the acceptance of waste from Earthcare, Beacon, NY. This resolution renews the agreement at a rate of six (6) cents per gallon for a period of two (2) years beginning January 1, 2020 and ending December 31, 2021.

Resolution No. 08-2020 – Designation of Public Agency Compliance Officer for 2020: The resolution designates Robert Genetelli as the Public Agency Compliance Officer for the Authority for the year 2020.

Resolution No. 09-2020 – Resolution of the Governing Body of the Northwest Bergen County Utilities Authority authorizing Connection Fee Payment Agreement with Franklin Manor Properties for 793 Franklin Avenue, Borough of Franklin Lakes: Franklin Manor Properties is the owner of property located at 793 Franklin Avenue, Franklin Lakes, New Jersey. Franklin Manor has filed an application to connect the property to the Authority's sewer system. This Resolution authorizes the payment

agreement between Franklin Manor Properties and the Authority and authorizes the Executive Director to enter into the Agreement.

Resolution No. 10-2020 – Proposed Sanitary Sewer Extension – Franklin Manor Properties, LLC, Tice Road (472 McKee Avenue/793 Franklin Avenue), Borough of Franklin Lakes, New Jersey: Franklin Manor Properties, LLC submitted an application on behalf of Franklin Lakes for approval of a proposed sanitary sewer extension to be located at Tice Road (472 McKee Avenue/793 Franklin Avenue). The project proposes to provide sanitary sewer service to a three story structure consisting of 52 residential units, which includes 8 affordable housing units, and when completed will generate an average daily flow of 11,325 gallons per day and 52 additional residential EDUs will become tributary to the Authority’s system from Franklin Lakes. The Authority’s Technical Advisor has reviewed the application and recommends the Authority approve the Project. The extension is hereby approved upon the condition of fulfillment of the terms and conditions outlined in the Resolution.

Resolution 11-2020 – Approving Change Order No. 9 for Contract No. 268 – Incinerator Emissions Upgrade Project: Contract No. 268 was awarded to Tomar Construction on February 17, 2015. Chavond Barry Engineering Corp has prepared Change Order No. 9 which provides for credits for work not performed by the Contractor and are more particularly set forth in the Change Order. The total reduction in costs to the Contract is \$88,870.31. This resolution approves the change order.

Resolution 12-2020 – Authorization for Northwest Bergen County Utilities Authority’s Membership to the National Association of Clean Water Agencies: National Association of Clean Water Agencies (the “NACWA”) is a nationally recognized leader in environmental policy and a well-established technical resource on water quality & ecosystem protection issues. The proposed annual dues to be paid by the Authority is \$7,680. This rate has been prorated to \$5,760 and membership will be until September 30, 2020.

8. Report of Committees:

- a. Strategic Planning (Reported at the Work Session): Wyckoff: Chairman Kasparian advised the Board he continues to have discussions with Township officials for the expansion of sewer service into the Knolls Section of Wyckoff. The Authority’s General Counsel is preparing a draft Memorandum of Understanding between the Authority and the Township concerning this expansion. Money will not be spent by the Authority on this potential project until the Memorandum of Understanding is in place.

9. Report of Treasurer: There is approximately \$9 million in short term investments at interest rate of 1.45% being held at SB One Bank. A monthly financial statement ending December 31, 2020 was distributed to the Board.

10. Old Business: No old business

11. New Business: No new business.

12. Public Comments: No public present.

13. Adjournment: The meeting adjourned at 7:46pm.



ALISON GORDON, SECRETARY