



**MINUTES
REGULAR MEETING
December 13, 2022**

1. The Meeting was called to order at 7:30pm.
2. The Secretary read the Open Public Meetings Act statement.
3. Roll Call: The following Commissioners were present: Bonagura, Kelaher, Lo Iacono, Ortega (via Zoom), Soukas, Tombalakian and Chairman Kasparian. Commissioner Jordan was absent.

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

4. Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – November 9, 2022: Commissioner Lo Iacono motioned to accept the minutes, Commissioner Tombalakian seconded the motion. The motion carried.
6. Public Comments: Mark McMullan of Saddle River: Mr. McMullan has purchased 202 Deerfield Terrace in Mahwah. This property is part of the sewer connection on for approval this evening. Chairman Kasparian advised Mr. McMullan that the Resolution concerning this matter will be approved this evening. Mr. McMullan stated he served on the Board of Education in Allendale for six years and thanked the Board of their service.
7. Consideration for approval list of Resolutions dated December 13, 2022:
 - a. The Commissioners voted by Consent Agenda for Resolution No. 107-2022 through Resolution 112-2022 and Resolution 114-2022. Commissioner Bonagura offered the Consent Agenda, Commissioner Tombalakian seconded. All present Commissioners voted yes.

Resolution No. 107-2022 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for November 2022 and Health and Dental Benefits for December 2022 as follows: Payroll Account: \$208,783.84; Tax Deposit Acct: \$89,702.14; Health Benefits Contribution-Employer:\$117,710.14; Health Benefits Contribution Employee: \$4,360.17; Dental Benefits: \$3,924.11; PERS and Contributory Insurance: \$32,165.62; Operating Account: \$359,519.15; General Improvement Account: \$178,402.08.

Resolution No. 108-2022 – Regular Employment – Joseph Weimmer – O&M Helper: Joseph Weimmer successfully completed his probationary period in the position of O&M Helper on December 1, 2022. This resolution retains him as a regular employee in this position.

Resolution 109-2022 – Authorization to Extend the Shared Services Agreement with the Bergen County Utilities Authority for Management Services: The Authority requires the provision of managerial oversight services for the time period beginning January 1, 2023. The Authority has determined, following discussions and negotiations with the BCUA, that the BCUA is available and able to provide such Management Services to and on behalf of the Authority. The Resolution authorizes the Authority to enter into a renewal of the Shared Services Agreement with the BCUA upon the terms and conditions that are set forth in the said Shared Services Agreement for the BCUA to continue to provide Management Services to and on behalf of the Authority on an as-needed basis beginning January 1, 2023. The Chairman and/or Legal Counsel of the Authority shall be and is hereby authorized and directed on behalf of the Authority to execute the Shared Services Agreement with the BCUA, a copy of which shall remain on file at the Authority in the office of the Executive Director.

Resolution No. 110-2022 – Authorization to renew a Professional Services Contract with Valley Medical Group regarding the coordination and conducting of Alcohol and Drug Testing Services: The Agreement will be effective from January 1, 2023 through December 31, 2023 at a fee as outlined in the fee schedule within the agreement.

Resolution No. 111-2022 – A Resolution Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Three Requirements: The Authority is a member of the NJUJIF and has cyber liability insurance coverage to protect the Authority from the potential devastating costs associated with a cyber related claim. The NJMEL developed a Cyber Risk Management Plan and outlines a set of best practices and standards broken out into Tiers 1, 2 & 3 that if adopted and followed will reduce many of the risks associated with the use of technology by the Authority. Additionally, the implementation of the best practices and standards will enable the Authority to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Authority's cyber insurance policy. This resolution adopted the best practices and standards for Tiers 1, 2 & 3 which are attached to the Resolution.

Resolution No. 112-2022 – Resolution Authorizing the Northwest Bergen County Utilities Authority to Approve a Sewer Connection Application with Laurjo Construction Co. for the 193 & 202 Deerfield Terrace, Mahwah, New Jersey Sewer Connection: The Authority received a Sewer Connection Application from Laurjo Construction for the referenced property. The Authority's technical advisor has reviewed the application and recommends the approval of the Application. The Chairman, Executive Director, Superintendent and General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service the property. This resolution approves the sewer connection application subject to the requirements outlined in the Resolution.

Resolution 114-2022 – Authorization to Enter into a Shared Services Agreement with the Bergen County Utilities Authority for Qualifying Purchasing Agent Services: The Authority, requires the services of a Qualified Purchasing Agent ("QPA"). The Authority and the Bergen County Utilities Authority (the "BCUA") have discussed the

benefits of the parties entering into a shared services agreement and wish to enter into same, pursuant to which the BCUA will allow the Authority to utilize Gerald Reiner, a certified QPA, who serves as the BCUA's QPA, to serve as the Authority's QPA and to provide QPA Services to the Authority on an as needed basis beginning January 1, 2023, as is authorized by N.J.S.A. 40A:11-9(a). The Authority agrees to enter into the Shared Services Agreement with the BCUA for the duration and on the terms and conditions as are set forth in said Agreement for the providing of Qualified Purchasing Agent Services by the BCUA to and on behalf of the Authority on an as needed basis. This Resolution authorizes the Chairman and/or the General Legal Counsel of the Authority to execute said Agreement with the BCUA, a copy of which shall remain on file at the Authority in the office of the Executive Director.

- b. The Commissioners voted for Resolution 113-2022 separately from the Consent agenda. Commissioner Bonagura offered the Resolution, Commissioner Tombalakian seconded. The following Commissioners voted yes: Bonagura, Kelaher, LoIacono, Ortega, Tombalakian and Soukas. Chairman Kasparian abstained.

Resolution No. 113-2022 – Authorization to renew a Shared Services Agreement with the Borough of Saddle River: This resolution authorizes the Authority to enter into a shared services agreement with the Borough of Saddle River for a period of one (1) year commencing January 1, 2023 to act as the Borough's New Jersey Licensed Operator and to provide weekly monitoring to the Borough's one (1) wastewater pump station and to perform repairs, corrective actions and respond to pump station alarms during business and non-business hours.

8. Report of Treasurer: Executive Director Laux provided the investment report during the Work Session.
9. Old Business: No old business.
10. New Business: No new business.
11. Public Comments: No public was present.
12. Adjournment: The meeting adjourned at 7:37pm.


ALISON GORDON, SECRETARY