



**MINUTES
REGULAR MEETING
May 18, 2021**

1. The Meeting was called to order at 7:28pm.
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, Kelaher, Jordan, Ortega, Plumley and Chairman Kasparian. Commissioners Mongelli and Lo Iacono 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, Superintendent Robert Genetelli, Municipal Liaison John De Rienzo, General Counsel Douglas Bern, Esq., Authority Auditor Robert McNinch and Consulting Engineer Nicholas Rotonda.

4. Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – April 20, 2021: Commissioner Kelaher motioned to accept the minutes, Commissioner Duch seconded the motion. The motion carried. Commissioner Jordan abstained.
6. Public Comments: No public was present.
7. Consideration for approval list of Resolutions dated May 18, 2021:
 - a. The Commissioners voted by Consent Agenda for Resolution No. 50-2021 through Resolution 53-2021. Commissioner Duch offered the Consent Agenda, Commissioner Jordan seconded. All present Commissioners voted yes.

Resolution No. 50-2021 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for April 2021 and Health and Dental Benefits for May 2021 as follows: Payroll Account: \$235,840.48; Tax Deposit Acct: \$107,888.16; Health Benefits Contribution-Employer: \$121,144.78; Health Benefits Contribution Employee: \$4,988.72; Dental Benefits: \$4,356.82; PERS and Contributory Insurance: \$31,929.41; Operating Account: \$363,382.66; General Improvement Account: \$144,538.54.

Resolution No. 51-2021 – Authorization to Adjust Connection Fee: On May 18, 2021 the Authority held a Public Hearing prior to the Regular Meeting on the Connection Fee for 2021. There was no public present at the meeting and therefore no public

comments concerning the 2021 Connection Fee. Wielkocz & Company, LLC prepared a 2021 Sewer Connection Fee Rate Study Update in accordance with the formula set forth in N.J.S.A 40:14B-22. In the Report the cost of the connection fee was calculated at \$5,576, a \$221.00 decrease from the 2020 fee of \$5,797. This Resolution establishes the 2021 Sewer Connection Fee Rate as \$5,574 per service unit.

It was reported by Mr. Hurwitz at the Work Session, the Resolution as prepared for adoption reflects a fee of \$5,574 per EDU for 2021. Fees are assessed on the gallons per day per connection, not per EDU. So the gallon rate has been rounded slightly down, thus resulting in the two dollar decrease in the adopted rate.

Resolution No. 52-2021 – Authorization to Amend the Not-To-Exceed Amount of a Professional Services Agreement with RSC Architects: The Authority previously retained RSC Architects to provide architectural services with a not to exceed cost of \$25,000. By Resolution 100-2020 the Authority amended the not to exceed cost to \$27,825 for the Pre-design and Schematic Design in connection to the addition of the vehicle storage building and the interior alterations to the services building. By Resolution 38-2021 the Authority further authorized to increase the not to exceed amount to the firm to \$34,075 for the Pre-Design and Schematic Design of the projects. The firm submitted an additional revised proposal for architectural services in connection to the projects. After review of their proposal, the Authority finds it to be in the best interest to increase the not to exceed amount to the firm to \$35,450 for the Pre-Design and Schematic Design of the projects. This Resolution authorizes the Authority to amend the not to exceed cost of the Professional Services Agreement with RSC Architects to \$35,450.

Resolution No. 53-2021 – Authorization to Renew a Shared Services Agreement with the Borough of Franklin Lakes: The Authority and the Borough of Franklin Lakes entered into a Shared Services agreement on June 1, 2020 with a termination date of May 31, 2021 for the Authority to 1) act as the New Jersey Licensed Collected System Operator for the Borough 2) respond to any and all sewer collection emergencies 24 hours a day, 7 day a week 3) coordinate all third party repairs of the Collection System 4) when necessary, coordinate, participate and correspond to any and all NJDEP and USEPA inspections and actions regarding the Borough of Franklin Lakes Sanitary Sewer System 5) coordinate with the Borough and NJDEP Hotline Calls and correspondence regarding the sanitary Collection System; and 6) the Borough will comply as soon as possible with all NBCUA requests for records, information, data or assistance with regard to the operation of the collection system or compliance with any applicable state or federal regulation. This resolution authorizes the Authority to enter into a new agreement to provide the same services for a duration of one (1) year and for the Executive Director to execute same.

8. Report of Treasurer: There is approximately \$13.5 million in short term investments mostly earning an interest rate of .1% at Provident Bank. A monthly financial statement ending April 30, 2021 was distributed to the Board.

Chairman Kasparian asked about connection fees and if the Authority anticipates to make the budget of \$400,000 this year. Mr. Hurwitz advised the Authority is awaiting a connection fee from the Borough of Oakland which will exceed the 2021 budget for connection fees. At this time we do not know when to expect this payment as we have not yet entered into an agreement with the Borough. The Borough cannot connect until payment is received. General Counsel, Doug Bern, will contact the Borough Administrator concerning the Agreement.

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 7:36pm.


ALISON GORDON, SECRETARY