



**MINUTES
REGULAR MEETING
May 15, 2018**

1. The Meeting was called to order at 7:25pm.
2. The Secretary read the statement in compliance with C. 231, PL 1975.
3. Roll Call: The following Commissioners were present: Bonagura, Chewcaskie, Danubio, Gabbert, Plumley, and Chairman Kasparian. The following Commissioners were absent: Kelaher and Lo Iacono.

Also present at the meeting was Treasurer Todd Sherer, Executive Director Howard Hurwitz, Municipal Liaison John DeRienzo, Superintendent Robert Genetelli, Authority Counsel Douglas Bern, Esq., Authority Engineer Nicholas Rotonda, Authority Auditor Robert McNinch and Board Secretary Alison Gordon.

4. The Chairman Remarks: No remarks.
5. Consideration for approval of minutes:
 - a. Regular Meeting – April 17, 2018: Commissioner Gabbert motioned to accept the minutes from the April 17, 2018 Regular Meeting, Commissioner Danubio seconded the motion. The motion carried.
 - b. Special Meeting – April 17, 2018: Commissioner Danubio motioned to accept the minutes from the April 17, 2018 Special Meeting, Commissioner Gabbert seconded the motion. The motion carried.
6. Public Comments: No public comments.
7. Consideration for approval list of Resolutions dated May 15, 2018.
 - a. The Commissioners voted on the Consent Agenda for Resolution No. 54-2018, 56-2018 through 63-2018. Commissioner Chewcaskie offered the Consent Agenda and Commissioner Danubio seconded. All present Commissioners voted yes.

Resolution No. 54-2018 – Approval of vouchers, payroll and tax deposits and pensions and benefits transfers for April 2018 and Health and Dental Benefits for May 2018 as follows: Payroll Account: \$240,688.82; Tax Deposit Acct: \$104,585.24; Health Benefits Contribution-Employer: \$93,439.38; Health Benefits Contribution Employee: \$22,284.01; Dental Benefits: \$4,113.41; PERS and Contributory Insurance: \$32,730.29; DCRP – Employer: \$12.50; DCRP – Employee: \$26.00; Operating Account: \$411,885.85; General Improvement Account: \$268,174.33.

Resolution No. 56-2018 – New Hire – Operations Supervisor – Nicholas J. Fabbriatore: The position of Operations Supervisor has been vacant since January 3, 2018 and the Authority has funds allocated in the annual budget for this position. Mr. Nicholas Fabbriatore applied for the position and the Authority has determined that he is competent, qualified and experienced to perform the job of Operations Supervisor. This resolution hires Nicholas Fabbriatore effective May 14, 2018 at an annual salary of \$90,000. Further, Mr. Fabbriatore is required to obtain a valid Sanitary Grade 4 NJDEP Operating License within 2.5 years of initial employment; failure to do so may result in forfeiture of employment.

Resolution No. 57-2018 – Approval of Creation of New Position, Assistant Collection System Supervisor and Hire of Edwin Walker: The Authority determined that there presently exists the need to create a new position entitled “Assistant Collection System Supervisor.” Mr. Edwin Walker applied for the position and the Authority has determined that he is competent, qualified and experienced to perform the job of Assistant Collection System Supervisor. This resolution hires Edwin Walker effective May 29, 2018 at an annual salary of \$74,000. Further, Mr. Walker is required to obtain a valid Collection System Grade 4 NJDEP Operating License within 2.5 years of initial employment; failure to do so may result in forfeiture of employment.

Resolution No. 58-2018 – Salary Adjustments for non-collective bargaining unit employees for 2018: The Executive Director prepared salary recommendations for non-collective bargaining unit employees. This Resolution grants the salary increases for 2018 to the non-collective bargaining unit employees. The salaries will be retro-active to January 1, 2018.

Resolution 59-2018 – Authorization to Enter into a Shared Services Agreement with the Township of Wyckoff: The Authority and the Township of Wyckoff have negotiated a Shared Services Agreement providing inter alia, for the joint provision of resources to provide for the design and construction of the Knolls Section Sewer Improvement Project. This resolution approves and authorizes entry into the agreement and further authorizes the Chairman of the Authority to execute said Agreement.

Resolution No. 60-2018: Northwest Bergen County Utilities Authority, NJEIFP Loan No. S340700-NEW: This resolution designates Howard Hurwitz, Executive Director as the Authorized Representative in connection with the Authority’s Interceptor System Rehabilitation Project to be funded through a Loan application with the NJDEP and New Jersey Infrastructure Bank.

Resolution No. 61-2018 – Authorization to Award Contract No. 272 – Wastewater Pump Station Improvements: The Authority received bid proposals on May 8, 2018 for Contract No. 272. One bid was received by Spectraserv, Inc. in the amount of \$4,912,850. Spectraserv was determined to be the lowest responsible bidder and this Resolution awards the Contract to them in the amount of \$4,912,850 contingent upon approval by the NJDEP and subject to the receipt of closing and funding of a

project loan from the New Jersey Infrastructure Bank which is the source of funds for Contract 272.

Resolution No. 62-2018 – Authorization to Award Contract No. 273 – 2016 Wastewater Treatment Plant Improvements: The Authority received bid proposals on May 1, 2018 for Contract No. 273. The bids were as follows: Rapid Pump and Meter Service Co., Inc – \$3,232,450; Spectraserv, Inc. - \$3,245,000; Iron Hills Construction, Inc. - \$3,494,576; Northeast Remsco Construction, Inc. - \$5,900,000. Rapid Pump and Meter Service Co., Inc. was determined to be the lowest responsible bidder and this Resolution awards the Contract to them in the amount of \$3,232,450 contingent upon approval by the NJDEP and subject to the receipt of closing and funding of a project loan from the New Jersey Infrastructure Bank which is the source of funds for Contract 273.

Resolution No. 63-2018 – Authorization for Continued Retention of CP Professional Services for Ash Handling Improvements: The Authority previously retained CP Professional Services by Resolution 84-2017 to provide engineering services related to ash handling improvements and submitted to the Authority a proposal on same. CP has completed phase 1 to identify dewatering alternatives and has now provided the Authority with an updated proposal to complete Phase 2 – pilot study of selected alternative at a cost not to exceed \$24,800. This resolution authorizes CP to perform the services related to Phase 2 of the proposal.

- b. Resolution 55-2018 was voted on separately. Commissioner Danubio made a motion to adopt Resolution 55-2018, Commissioner Chewcaskie seconded. All present Commissioners voted yes.

Resolution No. 55-2018 –Authorization to Adjust Connection Fee: On May 15, 2018 the Authority held a Public Hearing on the Connection Fee for 2018. There was no public present at the meeting. Ferraioli, Wielkocz, Cerullo & Cuva, PA prepared a 2018 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 \$5,763. This Resolution establishes the 2018 Sewer Connection Fee Rate as \$5,763 per service unit, effective May 15, 2018.

The Authority conducted a public hearing prior to the Regular Meeting on the 2018 Connection Fee Rate Study Update. The Authority's Auditor Robert McNinch was in attendance to answer any questions from the Board and public. There was no public present at the hearing. Mr. McNinch explained that the connection fee calculation is based on a statutory formula and is an annual requirement. The Connection fee is calculated based on the net investment in the system and the average flow for the past 5 years. In this case it would be the investment through 2016 and the average flow for the 5 years ending in 2016. The connection fee for 2018 is \$5,763, approximately a 10% increase from the 2017 fee of \$5,208. The increase in the fee is primarily a result of a reduction in the flow over the past 5 years.

8. Report of Committees: No Reports.
9. Report of Treasurer: During the Work Session Treasurer Sherer gave his report: Short term investments – Approximately \$8.8 million is invested at SB One Bank and Santander Bank earning interest rates ranging from 1.15% to 1.45%.
10. Report of Counsel: At the Work Session, Mr. Bern updated the Board on a matter concerning the electrical power the Authority purchases from a third party vendor – East Coast Power & Gas of New Jersey. The matter has been settled and the vendor has paid the first of two installments of the settlement agreement.
11. Report of Executive Director: During the Work Session, Mr. Hurwitz reported on the odor complaints at Chapel Road in Mahwah. The Authority had previously paid to install equipment on the rooftops of several homes in Mahwah on Chapel Road to combat reports of odors in the area. After concerns of lower than usual water levels by several homeowners, the Authority has agreed to pay a roofer to make adjustments to the equipment to see if the water levels return to normal.
12. Old Business: No old business.
13. New Business: No new business.
14. Public Comments: No public Comments.
15. Adjournment: Commissioner Danubio made a motion to adjourn the Regular meeting, Commissioner Chewcaskie seconded the motion. The meeting adjourned at 7:29pm.


ALISON GORDON, SECRETARY