

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 68-2017

Date: November 8, 2017

APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

WHEREAS, the Northwest Bergen County Utilities Authority has received vouchers in claim for payment of materials supplied and/or rendered; and

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and

WHEREAS, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pensions & Benefits transfers for the month of October 2017 and Health Benefits and Dental Benefits transfers for November 2017; and

WHEREAS, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pensions and Benefits, and Health and Dental Benefits transfers listing on the attached reports and have found them to be in order.

NOW, THEREFORE, BE IT RESOLVED,

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that all vouchers, payroll transfers, payroll tax deposits, Pensions & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated November 8, 2017 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$249,353.08

ACCOUNT: Tax Deposit Account
Total: \$114,716.38

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$104,453.09

ACCOUNT: Health Benefits Contribution Employee
Total: \$17,914.87

ACCOUNT: Dental Benefits
Total Transfer: \$4,302.53

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APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

ACCOUNT: PERS and Contributory Insurance
 Total Transfer: \$31,940.18

ACCOUNT: Defined Contribution Retirement Program – Employer
 Total Transfer: \$12.50

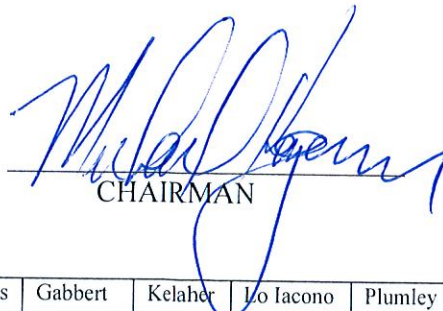
ACCOUNT: Defined Contribution Retirement Program – Employee
 Total Transfer: \$22.92

ACCOUNT: Operating Account
 Total: \$344,850.88

ACCOUNT: General Improvement Account
 Total: \$607,656.53

ACCOUNT: 2015 WWT Project Account
 Total: \$1,132.22


 SECRETARY


 CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelaher	Lo Iacono	Plumley	Kasparian
Offered			✓						
Seconded							✓		
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 69-2017

Date: November 8, 2017

RESOLUTION ADOPTING PERSONNEL POLICIES AND PROCEDURES

WHEREAS, it is the policy of the Northwest Bergen County Utilities Authority to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Commissioners of the Northwest Bergen County Utilities Authority has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority as follows:

1. The Personnel Policies and Procedures Manual attached hereto is hereby adopted.
2. These personnel policies and procedures shall apply to all Authority officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.
3. This manual is intended to provide guidelines covering public service by Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Commissioners of the Northwest Bergen County Utilities Authority.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 69-2017

Date: November 8, 2017

RESOLUTION ADOPTING PERSONNEL POLICIES AND PROCEDURES

- 4. To the maximum extent permitted by law, employment practices for the Authority shall operate under the legal doctrine known as "employment at will."
- 5. The Executive Director and all managerial/supervisory personnel are responsible for these employment practices. The Human Resources Officer and the Employment Attorney shall assist the Executive Director in the implementation of the policies and procedures in this manual.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at the meeting held on November 8, 2017.



SECRETARY



CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Lo Iacono	Kelahr	Plumley	Kasparian
Offered			✓						
Seconded						✓			
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 70-2017

Date: November 8, 2017

**RESOLUTION PROVIDING FOR THE DECLARATION
OF OFFICIAL INTENT UNDER TREASURY REGULATION SECTION 1.150-2
TO REIMBURSE PRIOR EXPENDITURES RELATED TO
VARIOUS SEWER SYSTEM IMPROVEMENTS**

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") intends to issue debt obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and that will be used to finance various sewer improvements, including improvements to the collection system gravity mains (the debt obligations herein referred to as "Project Debt Obligations" herein referred to as the "Project");

WHEREAS, the Authority intends to finance the Project, in part, with the Project Debt Obligations but may pay for certain costs of the Project ("Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Authority which are not borrowed funds;

WHEREAS, the Authority desires to preserve its rights to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid by the Authority prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141-150 of the Code.

NOW THEREFORE, BE IT RESOLVED by the governing body of the Authority as follows:

Section 1. The Authority reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations.

Section 2. This resolution is intended to be and hereby is a declaration of the Authority's official intent to reimburse the Authority for expenditure of Project Costs by the Authority paid prior to the issuance of the Project Debt Obligations with the proceeds of the Project Debt Obligations, in accordance with Treasury Regulation Section 150-2.

Section 3. The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$6,000,000.

Section 4. The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be “capital expenditures” in accordance with the meaning of Section 150 of the Code.

Section 5. No reimbursement allocation will employ an “abusive arbitrage device” under Treasury Regulation Section 1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147 of the Code. The proceeds of the Project Debt Obligations used to reimburse the Authority for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of “replacement proceeds”, including “sinking funds”, “pledged funds”, or funds subject to a “negative pledge” (as such terms are defined in Treasury Regulation Section 1.148-1) of the Project Debt Obligations or another issue of debt obligations of the Authority, other than amounts deposited into a “bona fide debt service fund” (as defined in Treasury Regulation Section 1.148-1).

Section 6. All reimbursement allocations will occur not later than 18 months after the later of: (i) the date the expenditure from a source other than the Project Debt Obligations is paid; or (ii) the date the Project is “placed in service” (within the meaning of Treasury Regulation Section 1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

Section 7. This resolution will take effect immediately.

The foregoing is a true and complete copy of a resolution adopted by the governing body of Northwest Bergen County Utilities Authority at a meeting thereof duly called and held on November 8, 2017.


Secretary
[SEAL]


Chairman

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Lo Iacono	Kelahr	Plumley	Kasparian
Offered			✓						
Seconded						✓			
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 71-2017

Date: November 8, 2017

**RESOLUTION AMENDING AN AGREEMENT WITH T&M ASSOCIATES TO PROVIDE
ENGINEERING SERVICES**

WHEREAS, by Resolution No. 18-2017, the Northwest Bergen County Utilities Authority (the "Authority") identified a number of firms as qualified to perform engineering services required by the Authority pursuant to a Request for Qualifications for such position, which notice thereof was published on January 13, 2017; and

WHEREAS, by Resolution No. 27-2017 (the "Original Resolution") dated February 21, 2017, the Authority retained T&M Associates (the "Engineering Firm") to provide general engineering services and the Authority and Engineering Firm entered into a professional services agreement (the "Agreement"); and

WHEREAS, the Original Resolution and Agreement provides for the Engineering Firm's compensation to be capped at \$90,000 and in the event the Engineering Firm anticipates it will exceed that amount, to seek further authorization from the Authority at such time; and

WHEREAS, the Engineering Firm has notified the Authority that they will exceed the budget of \$90,000 for general engineering services due to various tasks and has requested the Authority increase the not to exceed amount by \$95,000 for this additional work to \$185,000; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available to increase the budget for the Engineering Firm.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Original Resolution and the Professional Services Agreement with T&M Associates be amended to increase the not to exceed amount to \$185,000 for general engineering services.
2. The Original Resolution and Agreement, unless expressly modified, shall remain in full force and effect.
3. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
4. Notice of this amendment shall be published in accordance with applicable law.
5. This Resolution shall take effect immediately.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY


RESOLUTION

No. 71-2017

Date: November 8, 2017

RESOLUTION AMENDING AN AGREEMENT WITH T&M ASSOCIATES TO PROVIDE ENGINEERING SERVICES

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on November 8, 2017.


ALISON GORDON
SECRETARY


MICHAEL KASPARIAN
CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelaheer	Lo Iacono	Plumley	Kasparian
Offered			✓						
Seconded							✓		
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

CERTIFICATION OF AVAILABILITY OF FUNDS

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

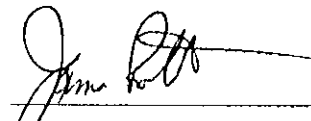
CONTRACT NO.: Consulting Engineer for General Engineering Services

VENDOR: T&M Associates

AMOUNT: \$95,000

ACCOUNT NO.: 2100-4030 – Engineering

Date: 11/3/17



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 72-2017

Date: November 8, 2017

**RESOLUTION AMENDING AN AGREEMENT WITH TIGHE & BOND TO PROVIDE
ENGINEERING SERVICES**

WHEREAS, by Resolution No. 18-2017, the Northwest Bergen County Utilities Authority (the "Authority") identified a number of firms as qualified to perform engineering services required by the Authority pursuant to a Request for Qualifications for such position, which notice thereof was published on January 13, 2017; and

WHEREAS, by Resolution No. 30-2017 (the "Original Resolution") dated February 21, 2017, the Authority retained Tighe & Bond (the "Engineering Firm") to provide engineering services related to the 2018 User Service Charges and the Authority and Engineering Firm entered into a professional services agreement (the "Agreement"); and

WHEREAS, the Original Resolution and Agreement provides for the Engineering Firm's compensation to be capped at \$42,400 and in the event the Engineering Firm anticipates it will exceed that amount, to seek further authorization from the Authority at such time; and

WHEREAS, the Engineering Firm has submitted a proposal dated October 31, 2017 to the Authority for additional engineering services related to the calculation of the 2018 User Service Charges; and

WHEREAS, this additional work will cause the Engineering Firm to exceed the budget of \$42,400 for the calculation of the 2018 User Service Charges and has requested the Authority increase the not to exceed amount by \$2,500 for this additional work to \$44,900; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available to increase the budget for the Engineering Firm.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Original Resolution and the Professional Services Agreement with Tighe & Bond be amended to increase the not to exceed amount to \$44,900 due to the additional engineering services related to the calculation of the 2018 User Service Charges.
2. The Executive Director is hereby authorized to sign Amendment No. 1 as submitted by Tighe & Bond.
3. The Original Resolution and Agreement, unless expressly modified, shall remain in full force and effect.
4. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of this amendment shall be published in accordance with applicable law.
6. This Resolution shall take effect immediately.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY


RESOLUTION

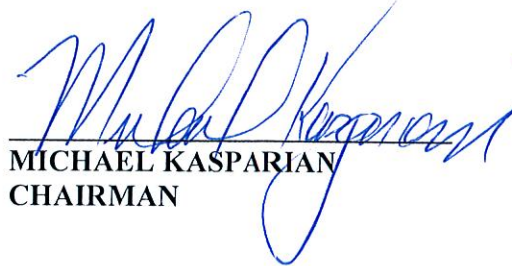
No. 72-2017

Date: November 8, 2017

RESOLUTION AMENDING AN AGREEMENT WITH TIGHE & BOND TO PROVIDE ENGINEERING SERVICES

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on November 8, 2017.


ALISON GORDON
SECRETARY


MICHAEL KASPARIAN
CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Kelاهر	Lo Iacono	Plumley	Kasparian
Offered			✓						
Seconded							✓		
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

CERTIFICATION OF AVAILABILITY OF FUNDS

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

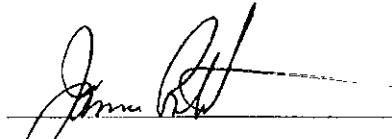
CONTRACT NO.: Consulting Engineer for 2018 User Service Charges

VENDOR: Tighe & Bond

AMOUNT: \$2,500

ACCOUNT NO.: 2100-4030 -- Engineering

Date: 11/6/17



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 73-2017

Date: November 8, 2017

**PROPOSED SANITARY SEWER EXTENSION
70 PETERSON PLACE
BLOCK 139 LOT 50
TOWNSHIP OF MAHWAH, NEW JERSEY**

WHEREAS, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the “Authority”) by Salim Bagdadi, Peterson Place, LLC (hereinafter referred to as the “Applicant”) for approval of a proposed sanitary sewer extension to be located at 70 Peterson Place in the Township of Mahwah (hereinafter referred to as the “Project”); and

WHEREAS, the Project proposes to provide sanitary sewer service to five (5) proposed single family dwellings in the Township of Mahwah; and

WHEREAS, the Authority’s Technical Advisor has reviewed the application and the documents and drawings submitted in support thereof and, by memorandum dated October 20, 2017 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions; and

WHEREAS, finding that when completed, the average daily flow from the Project will be 1,500 gallons per day (gpd) and 5 additional residential EDUs will become tributary to the Authority’s system from the Township of Mahwah.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application made by Salim Bagdadi, Peterson Place, LLC for a proposed sanitary sewer extension to be located 70 Peterson Place in the Township of Mahwah be approved upon the condition that the Applicant, its principals, agents, successors or assigns fulfill the following terms and conditions:

1. The construction shall conform to all applicable requirements of Township of Mahwah;
2. The installation of the sewers and appurtenances be inspected and approved by the Township of Mahwah;

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 73-2017

Date: November 8, 2017

**PROPOSED SANITARY SEWER EXTENSION
70 PETERSON PLACE
BLOCK 139 LOT 50
TOWNSHIP OF MAHWAH, NEW JERSEY**

3. That all newly constructed sewers be tested for infiltration and exfiltration and that such testing be observed and the results approved by an Authority engineer who has been provided with 2 days notice of such testing;
4. That the Applicant pay for engineering expenses incurred by the Authority for all inspection and testing of the sewers and appurtenances;
5. That the Applicant pay for all Authority application fees, legal fees and other application, administrative, technical or any other expenses relating to review of the Project;
6. That any manholes constructed or modified by reason of this Project be fitted with sewer guards to prevent inflow. All manholes constructed must be installed with all required waterproofing measures, including exterior painting and pipe gasket interlock;
7. That water conserving plumbing fixtures be installed in all new building construction to be serviced by the Project;
8. That the Authority be notified by the Applicant or its designee prior to commencement of sanitary sewer installation;
9. That prior to placing this connection into service, the Applicant must submit to the Authority for approval NJDEP Form WQM-005; and
10. That the Applicant comply with the rules and regulations of the Authority and the New Jersey Department of Environmental Protection; and be it

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION


No. 73-2017

Date: November 8, 2017

**PROPOSED SANITARY SEWER EXTENSION
70 PETERSON PLACE
BLOCK 139 LOT 50
TOWNSHIP OF MAHWAH, NEW JERSEY**

FURTHER RESOLVED, that upon written assurance of fulfillment by the Applicant of the foregoing terms and conditions, the Authority Superintendent be and is herewith authorized on behalf of the Authority to execute such approvals of the Project as may be required by governmental agencies having jurisdiction thereover.

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on November 8, 2017.


SECRETARY


CHAIRMAN

	Bonagura	Chewcaskie	Danubio	DePhillips	Gabbert	Lo Iacono	Kelahr	Plumley	Kasparian
Offered			✓						
Seconded						✓			
Aye	✓		✓		✓	✓	✓	✓	✓
Nay									
Absent		✓		✓					
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 74-2017

Date: November 8, 2017

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH
THE BOROUGH OF ALLENDALE**

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of municipal services; and

WHEREAS, the State of New Jersey authorizes entering into such agreements for shared services pursuant to NJSA 40A:65-1 et. seq.; and

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") and the Borough of Allendale (the "Borough") had entered into a Shared Services Agreement on February 21, 2017 with a termination date of December 31, 2017 for the Authority to 1) act as the New Jersey Licensed Sewer Operator for the Borough 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; and

WHEREAS, the Borough has adopted its Resolution No. 17-266 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

WHEREAS, the Authority desires to enter into this agreement with the Borough for a duration of one (1) year subject to the terms and conditions set forth in said agreement attached hereto.

NOW THEREFORE, BE IT RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority:

SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made and entered into this _____ day of _____, 20____, by and among:

THE BOROUGH OF ALLENDALE, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as "Allendale" and the NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY, doing business at 30 Wyckoff Avenue, P.O. Box 255, Waldwick, New Jersey 07463, hereinafter referred to as "NBCUA".

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of services; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, Allendale and the NBCUA have researched the feasibility of entering into an agreement under the authority of Uniform Shared Services and Consolidation Act, whereby the NBCUA would provide to Allendale the services of a licensed sewer operator, in addition to other services as outlined more specifically in Paragraph 3 of this Agreement; and

WHEREAS, Allendale has adopted Resolution # ~~17-206~~ which authorizes Allendale to enter into an agreement with the NBCUA, for the services as outlined in Paragraph 3.

NOW, THEREFORE, this Agreement is entered into by and among the Borough of Allendale and the NBCUA for the purpose of defining and specifying the obligations of the parties and Allendale and the NBCUA hereby agree as follows:

1. Pursuant to N.J.S.A. 40A:65-1 *et. seq.*, both Allendale and the NBCUA shall adopt the appropriate Resolution, which will formally authorize the entering into of this Agreement between the parties.
2. The duration of this Agreement shall be for a period of one (1) year following the commencement date. The commencement date shall be January 1, 2018.
3. The NBCUA shall provide the following services to the Borough of Allendale:
 - a. The NBCUA shall act as the New Jersey Licensed Sewer Operator for the Borough of Allendale.

- b. NBCUA will respond to sanitary sewer collection emergencies 24 hours a day, seven days a week.
 - c. NBCUA will coordinate all third party repairs of the collections system.
 - d. NBCUA will, when necessary, coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary collection system.
 - e. NBCUA will coordinate with Allendale any NJDEP Hotline calls and correspondence regarding the sanitary collection system.
 - f. NBCUA, upon request, can coordinate and conduct a manhole inspection program that will involve the physical inspection of every manhole within Allendale over a three to five year cycle.
 - g. NBCUA, upon request, can conduct annual NJ State Certified Backflow Preventer tests on all of your backflow prevention devices.
4. In consideration for the services to be rendered by the NBCUA to Allendale, pursuant to Paragraph 3 above, Allendale shall pay to NBCUA:
- a. Four (4) equal installments of \$1,000.00 on or before March 1st, June 1st, September 1st and December 1st of each year, for a total annual compensation of \$4,000.00.
 - b. Non-Business hours – emergency responses (per man) \$107.14/hr
 - c. Business hours emergency/non-basic repair and catch basin maintenance (per man) \$ 85.72/hr
 - d. Third Party Contractors for repairs and/or spare parts \$Direct Cost
 - e. Manhole Inspection Program \$ 45.00/MH
 - f. Backflow Preventer Tests \$150.00/unit
5. The NBCUA shall provide Allendale with an invoice reflecting all time and work provided by its staff for repairs and response service during the previous month. Said invoices shall be paid by Allendale within 45 days of receipt.
6. The parties agree to be bound by this Agreement for a minimum of twelve (12) months. Starting six (6) months from the Commencement Date, either party may terminate this Agreement by giving at least six (6) months written notice to the other party.
7. Each party to this Agreement represents to the other party thereto that the Officials executing this Agreement are fully authorized and empowered to do so and to bind the parties to the terms of this Agreement, pursuant to law.
8. The parties recognize that the individuals who shall be designated as the Primary Contact Persons are, the Licensed Sewer Operator and Superintendent of the NBCUA for the NBCUA and the Manager of the Borough's Public Works Department, for Allendale. The Primary Contact individual shall be noticed on all issues of importance and shall be responsible for initiating all requests for repairs and corrective actions to be carried out by NBCUA or Allendale, as applicable.

8. The Primary Contact Persons shall jointly and cooperatively implement and complete a reporting form to memorialize and record all required and/or performed repairs, corrective actions and responses to Allendale's collection system.
9. The NBCUA will provide a certificate of insurance designating Allendale as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.
10. Allendale assumes all liability for, and agrees to indemnify and hold the NBCUA and its agents, servants, employees, guests, licensees and invitees, harmless against any and all claims, losses, damages, injuries and expenses, arising out of, resulting from, or incurred in connection with any acts or omissions by Allendale, its agents, servants or employees.
11. The effective date of this Agreement shall be January 1, 2018 and the expiration shall be December 31, 2018, unless the agreement is terminated pursuant to paragraph 6 above.
12. The NBCUA agrees to comply with all applicable federal, state, county and municipal laws, rules and regulations.
13. The terms of this Agreement shall constitute the entire understanding between the parties and may only be amended by a written document executed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this month, day and year first above written.

ATTEST:

BOROUGH OF ALLENDALE

Ce Dodd

By:

[Signature]
MAYOR

Date: 10/30/17

ATTEST:

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

By:

CHAIRMAN

Date: _____

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 10/26/2017

RESOLUTION# 17-266

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein		✓	✓			
Homan						✓
McSwiggan			✓			
Sasso						✓
Strauch			✓			
Wilczynski	✓		✓			
Mayor White	---	---				

WHEREAS, the Borough is in need of a NJ Licensed Collection System Operator and certain sanitary sewer services; and

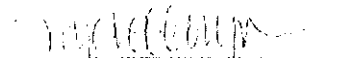
WHEREAS, Northwest Bergen County Utilities Authority (NBCUA), has submitted a shared services proposal for such services dated October 18, 2017, which the Water, Sewer, and Public Utilities Committee finds acceptable and which has been recommended to the Governing Body; and

WHEREAS, NBCUA is duly qualified and is available to perform such services; and

WHEREAS, the Chief Financial Officer has attached hereto a Certification that adequate funds are or will be duly budgeted to pay for this agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that it does hereby authorize the Mayor and Municipal Clerk to sign the Shared Services Proposal or an appropriate agreement to reflect these services for 2018.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on October 26, 2017.


 Michelle Ryan
 Deputy Municipal Clerk

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 75-2017

Date: November 8, 2017

RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING SALARY ADJUSTMENTS FOR CERTAIN NON-COLLECTIVE BARGAINING EMPLOYEES

WHEREAS, the Northwest Bergen County Utilities Authority (“Authority”) is a public body corporate and politic of the State of New Jersey incorporated pursuant to N.J.S.A. 40:14B-1 et seq.; and

WHEREAS, pursuant to N.J.S.A. 40:14B-18, the Authority may appoint and employ managerial personnel, professional employees, secretaries and other personnel as it may determine are necessary for its efficient operations and may determine their duties and compensation; and

WHEREAS, the Executive Director prepared salary recommendations for certain non-collective bargaining unit employees which salary and resulting salary levels are set forth in Exhibit A attached hereto; and

NOW, THEREFORE, BE IT RESOLVED by the Authority’s Board of Commissioners, that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The salary increases set forth in Exhibit A attached hereto be and hereby are granted to the non-collective bargaining units employees referenced therein.
3. The salary increases set forth in Exhibit A attached hereto shall be retroactive to July 1, 2017 for all employees listed in Exhibit A with the exception of the Executive Director.
4. The salary increase of the Executive Director as set forth in Exhibit A attached hereto shall be retroactive to January 1, 2017.

ADOPTED: November 8, 2017

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I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on November 8, 2017.

Handwritten signature of Alison Gordon above the printed name ALISON GORDON SECRETARY

Handwritten signature of Michael Kasparian above the printed name MICHAEL KASPARIAN CHAIRMAN

Table with 10 columns (Bonagura, Chewcaskie, Danubio, DePhillips, Gabbert, Kelaher, Lo Iacono, Plumley, Kasparian) and 7 rows (Offered, Seconded, Aye, Nay, Absent, Abstain, Recuse). Contains handwritten checkmarks for 'Aye' and 'Absent' votes.

Exhibit A

<u>Employee Name</u>	<u>Job Title</u>	<u>Present Annual Salary, \$</u>	<u>Proposed Increase, \$</u>	<u>Proposed Annual Salary, \$</u>
DeRienzo, John	Municipal Liaison	\$65,921	\$4,079	\$70,000
Genetelli, Robert	Superintendent	\$136,992	\$8,008	\$145,000
Gordon, Alison	Administrative Assistant	\$70,700	\$7,300	\$78,000
Hurwitz, Howard	Executive Director	\$144,342	\$10,658	\$155,000
LiGregni, Noel	Secretary	\$48,500	\$3,500	\$52,000
Oratio, Melissa	Secretary	\$45,440	\$4,560	\$50,000
Rotundo, James	Assistant Executive Director	\$87,401	\$9,599	\$97,000
Varsolona, Marilyn	Bookkeeper/Accountant	\$65,492	\$4,508	\$70,000