

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 81-2021**

**Date: October 19, 2021**

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**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 September 2021 and Health Benefits and Dental Benefits transfers for October 2021; 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 listed 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 October 19, 2021 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$210,122.45

ACCOUNT: Tax Deposit Account  
Total: \$90,379.70

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$112,064.68

ACCOUNT: Health Benefits Contribution Employee  
Total: \$4,488.27

ACCOUNT: Dental Benefits  
Total Transfer: \$4,265.65

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 81-2021**

**Date: October 19, 2021**

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

ACCOUNT: PERS and Contributory Insurance  
Total Transfer: \$29,741.82

ACCOUNT: Operating Account  
Total: \$301,889.97

ACCOUNT: General Improvement Account  
Total: \$382,211.10

  
SECRETARY

  
CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaber	Lo Iacono	Ortega	Plumley	Kasparian
Offered							
Seconded							✓
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 82-2021**

**Date: October 19, 2021**

**AMENDMENT TO THE 2021 AUTHORITY CAPITAL BUDGET**

**WHEREAS**, the Northwest Bergen County Utilities Authority's 2021 Capital Budget was adopted on the 8<sup>th</sup> day of December 2020; and

**WHEREAS**, N.J.A.C. 5:31-2.8 provides that all amendments to the Authority's Capital Budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership; and

**WHEREAS**, the Authority's Administration has reviewed the status of its 2021 capital projects and determined that an amendment is required to reduce, increase and/or reallocate the overall 2021 Capital Budget to projects of greater priority to the Authority and Authority's sewer system; and

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following amendments be made to the Capital Budget of the Northwest Bergen County Utilities Authority for its year ending December 31, 2021:

<u>Funding Source</u>	<u>From</u>	<u>To</u>
Unrestricted Net Position Utilized	\$ 995,000	\$ 1,100,515
Renewal & Replacement Reserve	\$ 876,000	\$ 876,000
Debt Authorization	\$ 3,260,000	\$ 5,208,377
Capital Grants	\$ -	\$ -
Other Sources	\$ -	\$ -
<b>Total Funding Source:</b>	<b>\$ 5,131,000</b>	<b>\$ 7,184,892</b>
<b><u>Annual Budget Appropriation</u></b>		
Wastewater Pump Station Improv.	\$ 1,000,000	\$ 2,300,000
Upgrade Operating Building Interior	\$ 660,000	\$ 100,000
Fiber Optic Pump Station Installations	\$ 281,000	\$ 281,000
Upgrade Mission and Phoenix Alarm Systems/Wet well Dissolved O2 Systems/New Pump for HHK & GRPS	\$ 310,000	\$ 350,000
Replace Federal Electrical Sub-Panels left throughout Plant	\$ 75,000	\$ 75,000
Upgrade and replace PLCs and CSS in Primary Building, Simplify Wiring	\$ 90,000	\$ -
Vehicle Replacement (2 Ford explorers)	\$ 90,000	\$ 90,000
Replace Aeration Gallery PLCs, wiring and transmission data systems	\$ 150,000	\$ -
Replace BFP#2 Schwing Pump	\$ 700,000	\$ 400,000
Vehicle Storage Building	\$ 600,000	\$ 10,000
Cake Receiving Facility	\$ 1,000,000	\$ 125,000
Pump Station PLC Replacement	\$ 60,000	\$ 120,000
Upgrade Polymer Room Electrical Cabinets, Automate Polymer System	\$ 25,000	\$ 25,000
Upgrade Pump Station Lighting Including Wet Wells	\$ 60,000	\$ 35,000
Thickener Scrubber Upgrade to Fully Automated & Winterize	\$ 30,000	\$ 30,000
Replace Plant Water Pumps VFDs, Upgrade transformers	\$ -	\$ 15,000
Aeration Blower Replacement & Waste Activated Sludge	\$ -	\$ 186,463
Wastewater Treatment Plant Improv.	\$ -	\$ 234,651
WWTP Gravity Main Repairs	\$ -	\$ 780,502
Darlington Repairs	\$ -	\$ 68,306
Grit Building Roof replacement	\$ -	\$ 75,000
Chapel Road Manhole Replacement	\$ -	\$ 1,883,970
	\$ 5,131,000	\$ 7,184,892

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 82-2021**

**Date: October 19, 2021**

**AMENDMENT TO THE 2021 AUTHORITY CAPITAL BUDGET**

**BE IT FURTHER RESOLVED** that two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services for certification of the Authority budget so amended.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on October 19, 2021.

  
SECRETARY

  
CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							

# Proposed Capital Budget

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Wastewater Treatment</i>						
See Attached Schedule	\$ 7,184,892	\$ 1,100,515	\$ 876,000	\$ 5,208,377		
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	7,184,892	1,100,515	876,000	5,208,377	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 7,184,892</b>	<b>\$ 1,100,515</b>	<b>\$ 876,000</b>	<b>\$ 5,208,377</b>	<b>\$ -</b>	<b>\$ -</b>

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

**Northwest Bergen County Utilities Authority**  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<b>Wastewater Treatment</b>					
Wastewater Pump Station Improvements (S340700-15)	\$2,300,000		\$100,000	\$2,300,000	
Upgrade Operating Building Interior	\$100,000				
Incinerator Repairs	\$0				
Collection System Gravity Main Repairs (S340700-19)	\$0				
Collection System Expansion	\$0				
Fiber Optic Pump Station Installations	\$281,000		\$281,000		
Upgrade Mission and Phoenix Alarm Systems / Wet Well Dissolved O2 Systems / New Pump for HHI	\$350,000	\$40,000	\$310,000		
Replace Federal Electric Sub-Panels left throughout Plant	\$75,000	\$75,000	\$0		
Upgrade and Replace PLCs and CSS in Primary Building, Simplify Wiring	\$0	\$0			
Vehicle Replacement (2 Ford Explorers)	\$90,000	\$90,000			
Replace Aeration Gallery PLCs, wiring, and transmission data system:	\$0		\$0		
Roof Replacement and Repair of Grit Building and Disinfection Building (incl. epoxy coating of interior walls grit bldg)	\$75,000	\$75,000			
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bldg and secondary crossover channel incl electric)	\$0				
Replace BFP#2 Schwing Pump	\$400,000	\$400,000			
Vehicle Storage Building	\$10,000			\$10,000	
Cake Receiving Facility	\$125,000			\$125,000	
Pump Station PLC Replacement	\$120,000		\$120,000		
Upgrade Polymer Room Electrical Cabinets, Automate Polymer System	\$25,000	\$25,000			
Thickener Scrubber Upgrade to Fully Automated and Winterize	\$30,000		\$30,000		
Upgrade Pump Station Lighting Including Wet Wells	\$35,000		\$35,000		
Chapel Road Manhole Replacement (S340700-19)	\$1,883,970	\$133,970		\$1,750,000	
Darlington Force Main Repairs	\$68,306	\$68,306			
WWTP Gravity Main Repairs (S340700-19)	\$780,502			\$780,502	
Wastewater Treatment Plant Improvements (S340700-16)	\$234,651	\$178,239		\$56,412	
Aeration Blower Replacement & Waste Activated Sludge (S340700-13)	\$186,463			\$186,463	
Replace Plant Water Pumps VFD, Upgrade Transformers	\$15,000	\$15,000			
<b>Total</b>	<b>\$7,184,892</b>	<b>\$1,100,515</b>	<b>\$876,000</b>	<b>\$5,208,377</b>	

# 5 Year Capital Improvement Plan

## Northwest Bergen County Utilities Authority

For the Period January 1, 2021 to December 31, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Wastewater Treatment</i>							
See Attached Schedule	\$ 22,234,892	\$ 7,184,892	\$ 4,150,000	\$ 5,050,000	\$ 300,000	\$ 5,550,000	
Type in Description	-	-		-			
Type in Description	-	-					
Type in Description	-	-					
Total	22,234,892	7,184,892	4,150,000	5,050,000	300,000	5,550,000	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 22,234,892</b>	<b>\$ 7,184,892</b>	<b>\$ 4,150,000</b>	<b>\$ 5,050,000</b>	<b>\$ 300,000</b>	<b>\$ 5,550,000</b>	<b>\$ -</b>

*Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.*

5 Year Capital Improvement Plan - Detail

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<b>Wastewater Treatment</b>							
Wastewater Pump Station Improvements (S340700-15)	\$2,300,000	\$2,300,000					
Upgrade Operating Building Interior	\$660,000	\$100,000	\$560,000				
Incinerator Repairs	\$700,000	\$300,000	\$300,000				
Collection System Gravity Main Repairs (S340700-19)	\$1,000,000	\$500,000	\$500,000	\$50,000	\$300,000	\$50,000	\$500,000
Collection System Expansion	\$10,000,000			\$5,000,000		\$5,000,000	
Fiber Optic Pump Station Installations	\$441,000	\$281,000	\$160,000				
Upgrade Mission and Phoenix Alarm Systems / Wet Well Dissolved O2 Systems / New Pump for HHPS & GRPS	\$350,000	\$350,000					
Replace Federal Electric Sub-Panels left throughout Plant	\$75,000	\$75,000					
Upgrade and Replace PLCs and CSS in Primary Building. Simplify Wiring	\$90,000	\$0	\$90,000				
Vehicle Replacement (2 Ford Explorers)	\$90,000	\$90,000					
Replace Aeration Gallery PLCs, wiring, and transmission data systems	\$150,000	\$0	\$150,000				
Roof Replacement and Repair of Grit Building and Disinfection Building (incl. epoxy coating of interior walls grit bldg)	\$200,000	\$75,000	\$125,000				
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bldg and secondary crossover channel incl electric)	\$800,000		\$800,000				
Replace BFP#2 Schwing Pump	\$400,000	\$400,000					
Vehicle Storage Building	\$600,000	\$10,000	\$590,000				
Cake Receiving Facility	\$1,000,000	\$125,000	\$875,000				
Pump Station PLC Replacement	\$120,000	\$120,000					
Upgrade Polymer Room Electrical Cabinets, Automate Polymer System	\$25,000	\$25,000					
Thickener Scrubber Upgrade to Fully Automated and Winterize	\$30,000	\$30,000					
Upgrade Pump Station Lighting Including Wet Wells	\$35,000	\$35,000					
Chapel Road Manhole Replacement	\$1,883,970	\$1,883,970					
Darlington Force Main Repairs	\$68,306	\$68,306					
Wastewater Treatment Plant Gravity Main Repairs (S340700-19)	\$780,502	\$780,502					
Wastewater Treatment Plant Improvements Project (S340700-16)	\$234,651	\$234,651					
Aeration Blower Replacement & Waste Activated Sludge (S340700-13)	\$186,463	\$186,463					
Replace Plant Water Pumps VFD, Upgrade Transformers	\$15,000	\$15,000					
<b>TOTAL</b>	<b>\$22,234,892</b>	<b>\$7,184,892</b>	<b>\$4,150,000</b>	<b>\$5,050,000</b>	<b>\$300,000</b>	<b>\$5,550,000</b>	



## 5 Year Capital Improvement Plan Funding Sources

### Northwest Bergen County Utilities Authority

For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Wastewater Treatment</i>						
See Attached Schedule	\$ 22,234,892	\$ 2,350,515	\$ 1,551,000	\$ 18,333,377		
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	<u>22,234,892</u>	<u>2,350,515</u>	<u>1,551,000</u>	<u>18,333,377</u>	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<u>\$ 22,234,892</u>	<u>\$ 2,350,515</u>	<u>\$ 1,551,000</u>	<u>\$ 18,333,377</u>	<u>\$ -</u>	<u>\$ -</u>
Total 5 Year Plan per CB-4	<u>\$ 22,234,892</u>					
Balance check						

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

*Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.*

Northwest Bergen County Utilities Authority  
 January 1, 2021 to December 31, 2021

For the Period

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Wastewater Treatment</b>						
Wastewater Pump Station Improvements (S340700-15)	\$2,300,000			\$2,300,000		
Upgrade Operating Building Interior	\$660,000			\$660,000		
Inclinometer Repairs	\$700,000					
Collection System Gravity Main Repairs (S340700-19)	\$1,000,000	\$350,000	\$350,000			
Collection System Expansion	\$10,000,000			\$1,000,000		
Fiber Optic Pump Station Installations	\$441,000		\$441,000	\$10,000,000		
Upgrade Mission and Phoenix Alarm Systems / Wet Well Dissolved O2 Systems / New Pump for HHPS & GRPS	\$350,000		\$350,000			
Replace Federal Electric Sub-Panels left throughout Plant	\$75,000		\$75,000			
Upgrade and Replace PLCs and CSS in Primary Building, Simplify Wiring	\$90,000	\$90,000				
Vehicle Replacement (2 Ford Explorers)	\$90,000	\$90,000				
Replace Aeration Gallery PLCs, wiring, and transmission data systems	\$150,000		\$150,000			
Roof Replacement and Repair of Grit Building and Disinfection Building (Incl. epoxy coating c	\$200,000	\$200,000				
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bldg and secondary crossover	\$800,000	\$800,000				
Replace BFP#2 Schwing Pump	\$400,000	\$400,000				
Vehicle Storage Building	\$600,000			\$600,000		
Cake Receiving Facility	\$1,000,000			\$1,000,000		
Pump Station PLC Replacement	\$120,000		\$120,000			
Upgrade Polymer Room Electrical Cabinets, Automate Polymer System	\$25,000	\$25,000				
Thickener Scrubber Upgrade to Fully Automated and Winterize	\$30,000					
Upgrade Pump Station Lighting Including Wet Wells	\$35,000					
Chapel Road Manhole Replacement	\$1,883,970	\$133,970	\$35,000	\$1,750,000		
Darlington Force Main Repairs	\$68,306	\$68,306				
WWTP Gravity Main Repairs	\$780,502			\$780,502		
Wastewater Treatment Plants Improvements Project (S340700-16)	\$234,651	\$178,239		\$56,412		
Aeration Blower Replacement & Waste Activated Sludge (S340700-13)	\$186,463			\$186,463		
Replace Plant Water Pumps VFD, Upgrade Transformers	\$15,000	\$15,000				
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$22,234,892</b>	<b>\$2,350,515</b>	<b>\$1,551,000</b>	<b>\$18,333,377</b>	<b>\$0</b>	<b>\$0</b>

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 83-2021**

**Date: October 19, 2021**

**TITLE CHANGE/PROMOTION FOR JEFFREY CAPAWANA,  
COLLECTION SYSTEM OPERATOR**

**WHEREAS**, there presently exists a need for a Collection System Operator; and

**WHEREAS**, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Jeffrey Capawana be transferred from O&M Helper to Collection System Operator effective October 3, 2021 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement; and

**NOW, THEREFORE, BE IT**

**RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority that Jeffrey Capawana be transferred from O&M Helper to Collection System Operator effective October 3, 2021, subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

  
**SECRETARY**

  
**CHAIRMAN**

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 84-2021**

**Date: October 19, 2021**

---

**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST OF THE PROFESSIONAL SERVICES AGREEMENT WITH CHAVOND BARRY ENGINEERING CORP FOR 2021 CONSULTING ENGINEERING SERVICES FOR GENERAL INCINERATOR ADVICE**

**WHEREAS**, by Resolution No. 19-2021, 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 15, 2021; and

**WHEREAS**, by Resolution No. 31-2021 (the “Original Resolution”) dated February 16, 2021, the Authority retained Chavond Barry Engineering Corp. (the “Engineering Firm”) to provide 2021 consulting engineering services for general incinerator advice and the Authority and Engineering Firm entered into a professional services agreement for same (the “Agreement”); and

**WHEREAS**, the Original Resolution and Agreement provides for the Engineering Firm’s compensation to be capped at \$140,000 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 submitted to the Authority a request to increase the not to exceed cost by \$60,000 due various items including work related to the NIRO incinerator repairs and work related to the NIRO stack testing and end of year reporting; 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 Chavond Barry Engineering Corp. be amended to increase the not to exceed amount to \$200,000 for 2021 consulting engineering services for general incinerator advice.
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. 84-2021**

**Date: October 19, 2021**

**AUTHORIZATION TO AMEND THE NOT TO EXCEED COST OF THE PROFESSIONAL SERVICES AGREEMENT WITH CHAVOND BARRY ENGINEERING CORP FOR 2021 CONSULTING ENGINEERING SERVICES FOR GENERAL INCINERATOR ADVICE**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on October 19, 2021.

  
SECRETARY

  
CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelahe	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					✓
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							

**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:** 2021 Consulting Engineering Services for General Incinerator Advice

**VENDOR:** Chavond Barry Engineering Corp.

**AMOUNT:** Original: \$140,000; Amended: \$200,000

**ACCOUNT NO.:** 5000/6370

Date: October 15, 2021

  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 85-2021**

**Date: October 19, 2021**

---

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH  
THE TOWNSHIP OF WYCKOFF**

**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 Township of Wyckoff (the "Township") had entered into a Shared Service Agreement on November 1, 2019 with a termination date of October 31, 2021 for the Authority to 1) act as the New Jersey Licensed Sewer Operator for the Township and perform daily monitoring of the Township's three (3) wastewater pump stations, 24 hours a day, 365 days per year 2) perform repairs, corrective actions and respond to pump station alarms during normal business and non-business hours; and

**WHEREAS**, the Township has adopted its Resolution No. 21-264 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 Township for a duration of two (2) years 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 the following:

1. The Authority agrees to enter into a Shared Services Agreement with the Township of Wyckoff for a duration of two (2) years to provide the services described in Paragraph 3 above; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 85-2021**

**Date: October 19, 2021**

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH  
THE TOWNSHIP OF WYCKOFF**

2. The Executive Director of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Township of Wyckoff annexed hereto and made a part thereof.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on October 19, 2021.

  
SECRETARY

  
CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							



SHARED SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this 14<sup>th</sup> day of September, 2021 by and among:

THE TOWNSHIP OF WYCKOFF, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as "Wyckoff", 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, the Township of Wyckoff 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 Wyckoff, the services of a licensed sewer operator, the daily monitoring of Wyckoff's three (3) wastewater stations, and any and all necessary repairs, 24 hours a day and 365 days per year; and

WHEREAS, Wyckoff has adopted Resolution # 264, which authorizes Wyckoff to enter into an agreement with the NBCUA, for the services of a licensed sewer operator, daily monitoring of Wyckoff's three wastewater stations, and repair service.

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


1. Pursuant to N.J.S.A. 40:8A-3 and N.J.S.A. 40:8A-4, both the Township of Wyckoff and the NBCUA shall adopt the appropriate Resolutions, 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 two (2) years following the commencement date. The commencement date shall be November 1, 2023. 2021 
3. The NBCUA shall provide the following services to the Township of Wyckoff:

- A. The NBCUA shall act as the New Jersey Licensed Sewer Operator of the Township of Wyckoff and perform the daily monitoring of Wyckoff's three wastewater pump stations, 24 hours a day and 365 days per year.
  - B. Perform repairs, corrective action and respond to pump station alarms during normal business hours. Business hours shall be defined as Monday through Friday, 7:00 a.m. to 3:30 p.m.
  - C. Perform repairs, corrective actions and respond to pump station alarms during non-business hours. Non-business hours shall be defined as Monday through Friday, 3:31 p.m. to 6:59 a.m. and all day on Saturdays and Sundays, and on NBCUA approved holidays.
4. In consideration for the services to be rendered by the NBCUA to Wyckoff, pursuant to Paragraph 3 above, the Township of Wyckoff shall pay the NBCUA four (4) equal installments of \$6,600 on or before March 1<sup>st</sup>, June 1<sup>st</sup>, September 1<sup>st</sup>, and December 1<sup>st</sup> of each year, for a total annual compensation of \$26,400. In addition to aforementioned payments, if any repairs, corrective actions or responses are necessary, Wyckoff shall compensate the NBCUA at the rate of \$89.38 per man hour for business hours and \$111.71 per man hour for non-business hours with an annual increase of 1% on the 1<sup>st</sup> of January 2022 and every year thereafter for the duration of this Agreement. The NBCUA shall provide the Township of Wyckoff 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 Wyckoff within 15 days of receipt.
  5. The parties agree to be bound by this Agreement for a minimum of twelve (12) months. Twelve (12) months following the commencement date, either party may terminate this Agreement by giving at least twelve (12) months' written notice to the other party.
  6. 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.
  7. 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 Township Engineer and/or Township's Public Works Manager, for Wyckoff. The primary contact individual shall be noticed on all issues of importance, including but not limited to, necessary repairs, corrective actions and responses to pump station alarms.
  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 for each pumping station.
  9. The NBCUA will provide a certificate of insurance designating Wyckoff as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.

10. Wyckoff 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 Wyckoff, its agents, servants or employees.
11. Wyckoff will maintain a reasonable spare parts inventory as requested by the Superintendent of the NBCUA.
12. The effective date of this Agreement shall be November 1, 2021 and the expiration shall be October 31, 2023, unless the agreement is terminated pursuant to paragraph 5 above.
13. The NBCUA agrees to comply with all applicable federal, state, county and municipal laws, rules and regulations.
14. 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:

  
Nancy Brown  
Acting Wyckoff Municipal Clerk

Date: 9-15-21

TOWNSHIP OF WYCKOFF

By:   
Mayor

ATTEST:

\_\_\_\_\_  
Alison Gordon  
Secretary

Date:

NORTHWEST BERGEN COUNTY  
UTILITIES AUTHORITY

By: \_\_\_\_\_

RECEIVED

SEP 22 2021

NBCUA

TOWNSHIP OF WYCKOFF  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION #21-264

TOWNSHIP OF WYCKOFF  
CERTIFIED TO BE A TRUE COPY  
OF THE ORIGINAL  
*Nancy Q. B...*  
MUNICIPAL CLERK

\*\*\*\*\*

INTRODUCED: *Shanley*

SECONDED: *Melchionne*

MEETING DATE: September 14, 2021

REFERENCE: Authorize an Interlocal  
Services Agreement –  
Licensed Sewer Operator  
Service

VOTE: BOONSTRA ✓ MADIGAN ✓ MELCHIONNE ✓ SHANLEY ✓ RUBENSTEIN ✓

WHEREAS, the State of New Jersey has encouraged municipalities to enter into agreements for the joint provision of local government services; and,

WHEREAS, the Township of Wyckoff and the Northwest Bergen County Utilities Authority (NWBUA) have researched the feasibility of entering into an agreement under the authority of the Interlocal Services Act for the NWBUA to provide Licensed Sewer Operator service, daily monitoring of the Township of Wyckoff's three (3) waste water stations and repair service, 24 hours a day, seven days a week, for the Township of Wyckoff, for a fee; and,

WHEREAS, this interlocal service was successfully and satisfactorily implemented from 2003 through 2019 and the parties desire to renew the Interlocal Services Agreement; and,

WHEREAS, the Chief Financial Officer has issued a Certificate of Available Funds indicating funds are available in the 2021 sewer utility budget account #1-07-55-500-554; and,

WHEREAS, in accordance with NJAC 5:30-5.5- this contract award is subject to the availability and appropriation annually of sufficient funds in succeeding years; and

WHEREAS, the Township of Wyckoff is desirous of entering into agreement with NWBUA; and,

WHEREAS, the Township Engineer and Public Works Manager recommend the Township Committee enter into this agreement.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Wyckoff that in accordance with NJSA 40:8A et. seq., (Interlocal Services Act), an Interlocal Service Agreement with the NWBUA is authorized for licensed sewer operator service, daily monitoring of the townships pump stations and repair services in accordance with the seven (7) year service agreement which is attached hereto.

BE IT FURTHER RESOLVED, that in accordance with NJSA 40:8A-4 a copy of this resolution and the Interlocal Services Agreement shall be available in the office of the Municipal Clerk for public inspection. Said agreement shall take effect on 11-1-2021.

**CERTIFICATION**

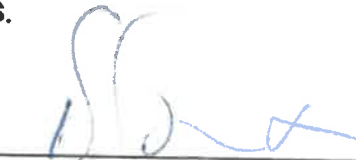
I, NANCY A. BROWN, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE TOWNSHIP COMMITTEE ON SEPTEMBER 14, 2021.



\_\_\_\_\_  
NANCY A. BROWN  
ACTING MUNICIPAL CLERK

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE 2021 BUDGET ACCOUNT #1-07-55-500-554 AND IN ACCORDANCE WITH NJAC 5:30-5.5 THIS CONTRACT IS SUBJECT TO THE AVAILABILITY AND APPROPRIATION ANNUALLY OF SUFFICIENT FUNDS IN SUCCEEDING YEARS.



\_\_\_\_\_  
DIANA MCLEOD  
CHIEF FINANCIAL OFFICER

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 86-2021**

**Date: October 19, 2021**

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**PROPOSED SANITARY SEWER EXTENSION  
1071 RAMAPO VALLEY ROAD  
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 HMH Carrier Clinic, Inc. d/b/a The Retreat @ Ramapo Valley (hereinafter referred to as the “Applicant”) for approval of a proposed sanitary sewer extension to be located at 1071 Ramapo Valley Road in the Township of Mahwah, New Jersey (hereinafter referred to as the “Project”); and

**WHEREAS**, the Project proposes to provide sanitary sewer service to a three (3) story rehabilitation facility with 95 beds, offices and site improvements; and

**WHEREAS**, finding that when completed, the projected average daily flow from the Project will be 12,184 gallons per day (gpd) and 72 additional non-residential EDUs will become tributary to the Authority’s system from the Township of Mahwah; and

**WHEREAS**, the Authority’s technical advisor has reviewed the application, documents and drawings submitted in support thereof and, by memorandum dated October 4, 2021 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application made by HMH Carrier Clinic, Inc. d/b/a The Retreat @ Ramapo Valley for a proposed sanitary sewer extension to be located at 1071 Ramapo Valley Road in the Township of Mahwah, New Jersey 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 the 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**

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**RESOLUTION**

**No. 86-2021**

**Date: October 19, 2021**

---

**PROPOSED SANITARY SEWER EXTENSION  
1071 RAMAPO VALLEY ROAD  
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

**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.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 86-2021**

**Date: October 19, 2021**

**PROPOSED SANITARY SEWER EXTENSION  
1071 RAMAPO VALLEY ROAD  
TOWNSHIP OF MAHWAH, NEW JERSEY**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on October 19, 2021.

  
SECRETARY

  
CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 87-2021**

**Date: October 19, 2021**

**AUTHORIZATION TO ENGAGE THE SERVICES OF EP&G FOR INDEPENDENT  
ELECTRICITY ADVISORY FIRM**

**WHEREAS**, the Board of Commissioners of the Northwest Bergen County Utilities Authority (hereinafter referred to as the "Authority") has directed the Executive Director to conduct research to determine whether the Authority could purchase electricity at a discounted fee below PSE&G standard rates; and

**WHEREAS**, after conducting their due diligence, the Executive Director has determined that it would be in the Authority's best financial interest to retain the services of EP&G as an independent electricity advisory firm.

**NOW THEREFORE, BE IT RESOLVED**, the Board of Commissioners does hereby direct the Executive Director to negotiate and enter into an Agreement, with the services of EP&G, for the purchase of discounted electricity from licensed suppliers, with Contract Terms not exceeding Statutory Term Limits.

**BE IT FURTHER RESOLVED** that a Certified True Copy of this resolution be tendered to James Rotundo, Executive Director; EP&G Company; and Douglas Bern, Esq., Authority Counsel.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on October 19, 2021.

  
CHAIRMAN

  
SECRETARY

**RECORDED VOTE:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded		✓					
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							
Recuse							

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**MOTION**

**No. 21-02**

**Date: October 19, 2021**

Motion to approve all present Commissioners, the Executive Director James Rotundo, Assistant Executive Director John Danubio and the Municipal Liaison John DeRienzo for attendance to the Association of Environmental Authorities' 2021 Annual Meeting Conference and the New Jersey State League of Municipalities Annual Conference in Atlantic City, New Jersey in November 2021.

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Plumley	Kasparian
Offered							✓
Seconded	✓						
Aye	✓	✓		✓	✓	✓	✓
Nay							
Absent			✓				
Abstain							