#### RESOLUTION

No. 94-2022

Date: October 18, 2022

# 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 2022 and Health Benefits and Dental Benefits transfers for October 2022; 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 18, 2022 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT:

Payroll Account

Net Payroll:

\$202,210.99

ACCOUNT:

Tax Deposit Account

Total:

\$85,062.31

ACCOUNT:

Health Benefits Contribution Employer

Total Transfer:

\$116,195.60

ACCOUNT:

Health Benefits Contribution Employee

Total:

\$4,247.67

ACCOUNT:

**Dental Benefits** 

Total Transfer:

\$3,851.14

#### RESOLUTION

#### No. 94-2022

Date: October 18, 2022

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

ACCOUNT:

PERS and Contributory Insurance

Total Transfer:

\$32,589.15

ACCOUNT:

2<sup>nd</sup> quarter 2022 Retro PERS

Total Transfer:

\$797.66

ACCOUNT:

Operating Account

Total:

\$300,099.60

ACCOUNT:

General Improvement Account

Total:

\$1,184.25

ALISON GORDON, SECRETARY

#### **RECORDED VOTE:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
Offered		V					
Seconded		V		V			
Aye		1/		11/			./
Nay						V	V
Absent			V				
Abstain							
Recuse							

CHAIRM?

#### RESOLUTION

#### No. 95-2022

#### Date: October 18, 2022

#### AMENDMENT TO THE 2022 AUTHORITY CAPITAL BUDGET

WHEREAS, the Northwest Bergen County Utilities Authority's 2022 Capital Budget was adopted on the 14<sup>th</sup> day of December 2021; 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 2022 capital projects and determined that an amendment is required to reduce, increase and/or reallocate the overall 2022 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, 2022:

Funding Source	From	<u>To</u>
Unrestricted Net Position Utilized	\$ 875,000	\$ 2,491,477
Renewal & Replacement Reserve	\$ 600,000	\$ 600,000
Debt Authorization	\$ 2,175,000	\$ 2,725,000
Capital Grants	\$	\$ -
Other Sources	\$	\$ -
Total Funding Source:	\$ 3,650,000	\$ 5,816,477
Annual Budget Appropriation		
Wastewater Pump Station Improv.	\$ 	\$ 1,000,000
Upgrade Operating Building Interior	\$ 600,000	\$ 1,400,000
Fiber Optic Pump Station Installations	\$ 160,000	\$ 25,500
Upgrade Mission and Phoenix Alarm Systems	\$	\$ 160,000
Upgrade and replace PLCs and CSS in Primary Building, Simplify Wiring	\$ 90,000	\$ 3
Vehicle Fleet Expansion (2 Ford expeditions)	\$ 	\$ 100,000
Replace Aeration Gallery PLCs, wiring and transmission data systems	\$ 150,000	\$ -
Replace BFP#2 Schwing Pump	\$ -	\$ 375,000
Vehicle Storage Building	\$ 300,000	\$ 100,000
Cake Receiving Facility	\$ 875,000	\$ 525,000
Force Main Inspections	\$ 2	\$ 662,750
ncinerator Repairs	\$ 50,000	\$ 175,000
NWTP Gate Valves and Actuator Replacement Upgrade	\$ 800,000	\$ 
Collection System Gravity Main Repairs	\$ 500,000	\$ -
Collection System Expansion	\$ -	\$ -
Roof replacement and Repair of Grit Building & Disinfection Bldg (incl. epoxy coating of interior walls grit bldg.	\$ 125,000	\$ 43,227
Chapel Road Manhole Replacement	\$ 12	\$ 1,250,000
	\$ 3,650,000	\$ 5,816,477

#### RESOLUTION

No. 95-2022

Date: October 18, 2022

#### AMENDMENT TO THE 2022 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 18, 2022.

SECRETARY

#### RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
Offered		1					
Seconded				1/			
Aye		1/		1			. /
Nay							
Absent			1				
Abstain							
Recuse							

#### **Revised Capital Budget**

#### **Northwest Bergen County Utilities Authority**

For the Period

January 1, 2022

to

December 31, 2022

					Fu	nding Sources		
					tenewal &			
	Estimated Total		estricted Net	Re	placement	Debt		Other
Wastewater Treatment	Cost	Pos	ition Utilized	_	Reserve	Authorization	Capital Grants	Sources
See Attached Schedule	76 5045477			4				
Type in Description	\$ 5,816,477	\$	2,491,477	\$	600,000	\$ 2,725,000		
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TOTAL PROPOSED CAPITAL BUDGET	\$ 5,816,477	\$	2,491,477	\$	600,000	\$ 2,725,000	\$ - \$	
			_,,	T	300,000	7 2,723,000	Ψ γ	

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.

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Utilities	
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	December 31, 2022
ounty Utilities Authority	to
Vorthwest Bergen Co	January 1, 2022
-	For the Period

Estimated N Total Cost  \$1,400,000 \$175,000 \$175,000 \$60 \$25,500 \$60 \$60 \$60 \$70 \$70 \$70 \$70 \$70 \$70 \$70 \$70 \$70 \$7	Unrestricted Net Position Utilized \$800,000 \$175,000 \$25,500	Renewal & Replacement Reserve \$600,000		Debt Authorization Capital Grants \$0	Other
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\$0

\$0

\$600,000 \$2,725,000

\$2,491,477

\$5,816,477

Total

#### **5 Year Capital Improvement Plan**

#### **Northwest Bergen County Utilities Authority**

For the Period

January 1, 2022

to

December 31, 2022

Fiscal Year Beginning in

		-				ISCUI TEUT DE	yırır	ing in				
	Estimated Total Cost		ent Budget ear 2022	2023		2024		2025		2026		2027
Wastewater Treatment												
See Attached Schedule	\$ 19,882,750	\$	5,816,477	\$ 3,366,273	\$	5,050,000	\$	300,000	\$	5,050,000	\$	300,000
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Total	19,882,750	S	5,816,477	3,366,273		5,050,000		300,000		5,050,000		300,000
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TOTAL	\$ 19,882,750	\$	5,816,477	\$ 3,366,273	\$	5,050,000	Ś	300,000	\$	5,050,000	\$	300,000
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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, 2022 to December 31, 2022

	Estimated Total	Current Budget					
	Cost	Year 2022	2023	2024	2025	2026	2027
Wastewater Treatment							
Upgrade Operating Building Interior	\$1,400,000	\$1,400,000					
Incinerator Repairs	\$1.175,000	\$175,000	\$300,000	\$50,000	\$300,000	¢50,000	\$200,000
Collection System Gravity Main Repairs (5340700-19)	\$300,000	950	\$300,000	200'000	000'0000	ממימרי	non'nnee
Collection System Expansion	\$10,000,000	8.5	200,0000	¢E 000 000		000 000	
Fiber Optic Pump Station Installations	\$320,000	\$75 500	\$294 500	ממח'מממ'רר		000,000,00	
Upgrade and Replace PLCs and CSS in Primary Building, Simplify Wiring	\$90,000	995634	\$00,000				
Replace Aeration Gallery PLCs, wiring, and transmission data systems	\$150.000	R 5	\$150,000				
Roof Replacement and Repair of Grit Building and Disinfection Building	\$125,000	766 ED\$	\$81,773				
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bldg and secondary crossover channel incl			20,170				
electric)	\$800.000	Ş	לפטט טטט				
Vehicle Storage Building	20000000	2,000	000,0004				
Calconding Control of the Control of	ono, onos	\$100,000	3/00/00/				
CARE RECEIVING FACILITY	\$1,175,000	\$525,000	\$650,000				
WWVPS Improvements (S340700-15)	\$1,000,000	\$1,000,000					
Replace BFP#2 Schwing Pump	\$375,000	\$375,000					
Vehicle Fleet Expansion (2 expeditions)	\$100,000	\$100.000					
Upgrade Mission and Phoenix Alarm Systems	\$160.000	\$160,000					
Chapel Road Manhole and Sewer Line Replacement	\$1.250.000	\$1 250 000					
Form Main increasions		000'007'74					
ore main inspectables	\$662,750	\$662,750					
TOTAL	\$19,882,750	\$5,816,477	\$3,366,273	\$5,050,000	\$300,000	\$5,050,000	\$300,000

### **5 Year Capital Improvement Plan Funding Sources**

#### **Northwest Bergen County Utilities Authority**

For the Period January 1, 2022 to December 31, 2022

						nding Sources		
					enewal &			
	<b>Estimated Total</b>		estricted Net	Re	placement	Debt		
	Cost	Pos	ition Utilized		Reserve	Authorization	<b>Capital Grants</b>	Other Sources
Wastewater Treatment	-	11-						
See Attached Schedule	\$ 19,882,750	\$	3,907,750	\$	600,000	\$ 15,375,000		
Type in Description	-							
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Total	19,882,750	8 II	3,907,750		600,000	15,375,000	-	
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N/A	-							
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Total	-		-		-	-	-	
N/A								
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Total		1	-			<u> </u>	_	
TOTAL	\$ 19,882,750	\$	3,907,750	\$	600,000	\$ 15,375,000	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 19,882,750							

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.

Balance check

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

	Ē	For the Period	Northwe January 1, 2022	Vorthwest Be 1, 2022	Northwest Bergen County Utilities Authority 71, 2022 to Decem	es Authority December 31, 2022	1, 2022	
					Fun	Funding Sources		
	Estin	Estimated Total	Unres	Unrestricted Net	Renewal & Replacement	Debt	Capital	o de C
Wastewater Treatment					2000			orner sources
Upgrade Operating Building Interior		\$1.400.000		\$ 000.008\$	900.000			
Incinerator Repairs		\$1.175.000				2900 000		
Collection System Gravity Main Repairs (S340700-19)		\$300,000				\$300,000		
Collection System Expansion		\$10,000,000				\$10,000,000		
Fiber Optic Pump Station Installations		\$320,000		\$320,000				
Upgrade and Replace PLCs and CSS in Primary Building, Simplify Wiring		\$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		•						
of interior walls grit bldg)		\$125,000		\$125.000				
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bidg and secondary		•						
crossover channel incl electric)		\$800,000				\$800,000		
Vehicle Storage Building		\$800,000		\$800,000				
Cake Receiving Facility		\$1,175,000				\$1.175.000		
WWPS Improvements (S340700-15)		\$1,000,000		\$50,000		\$950,000		
Replace BFP#2 Schwing Pump		\$375,000		\$375,000				
Vehicle Fleet Expansion (2 expeditions)		\$100,000		\$100,000				
Upgrade Mission and Phoenix Alarm Systems		\$160,000		\$160,000				
Chapel Road Manhole and Sewer Line Replacement		\$1,250,000				\$1,250,000		
Force Main Inspections		\$662,750		\$662,750				
TOTAL PROPOSED CAPITAL BUDGET	ψ.	19,882,750	s	\$ 052,750 \$	000'009	\$15,375,000 \$	, \$	· ·

#### RESOLUTION

No. 96-2022

Date: October 18, 2022

## AUTHORIZATION TO RENEW MEMBERSHIP TO THE NATIONAL ASSOCIATION OF CLEAN WATER AGENCIES

WHEREAS, the Northwest Bergen County Utilities Authority operates a wastewater treatment facility in the Borough of Waldwick, County of Bergen, State of New Jersey; and

WHEREAS, the National Association of Clean Water Agencies (the "NACWA") is a nationally recognized leader in environmental policy and a well-established technical resource on water quality & ecosystem protection issues; and

WHEREAS, membership in NACWA is a unique opportunity to improve the effectiveness in the operation of the Authority, enhance professional development and achieve the goals & objectives the Authority shares with other publicly owned treatment works; and

WHEREAS, NACWA's active membership and close working relationship with the United States Congress and United States Environmental Protection Agency allows its members to interact with national policy makers and shape the course of United States of America's environmental protection legislation; and

WHEREAS, the proposed annual membership/dues to be paid by the Authority for membership in NACWA will be \$8,385, which is based on the Authority being a publicly owned treatment agency with a service area population of 75,000; and

WHEREAS, the Authority has determined, based upon the foregoing, that it is necessary and/or desirable for its efficient operations to renew its membership in NACWA through September 30, 2023 at a membership fee of \$8,385 for the NACWA's FY20223

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

#### RESOLUTION

No. 96-2022

Date: October 18, 2022

## AUTHORIZATION TO RENEW MEMBERSHIP TO THE NATIONAL ASSOCIATION OF CLEAN WATER AGENCIES

- The Chairman and/or his designee shall be and is hereby authorized to renew membership
  for the Authority with NACWA and execute any and all agreements and other documents
  necessary for said membership and payment for membership fees in the amount of \$8,385.
- 2. The Authority's Certifying Finance Officer has certified funds are available and certification is attached hereto.
- 3. A copy of this resolution and the agreement to renew the Authority's membership in NACWA shall be placed on file and made available for public inspection in the office of the Executive Director, upon execution by NACWA and the Authority.
- 4. This resolution shall take effect immediately.

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 18, 2022.

SECRETARY

#### **Recorded Vote:**

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
Offered		V					
Seconded							
Aye		1/		1-2	1/	3/	1/
Nay		V					
Absent	i/		5/				
Abstain							
Recuse							

## **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:

<b>CONTRACT</b> :	N/A
VENDOR:	National Association of Clean Water Agencies
AMOUNT:	\$8,385.00
ACCOUNT NO.:	2200/4130

Date: October 18, 2022

Robert Laux, Certifying Finance Officer

#### RESOLUTION

No. 97-2022

Date: October 18, 2022

# AUTHORIZATION TO ENTER INTO SHARED SERVICES AGREEMENTS RELATED TO SANITARY SEWER CLEANING AND CCTV INSPECTION SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-4 allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating local units; and

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") operates and maintains the necessary vehicles and equipment to provide sanitary sewer cleaning and CCTV Inspections services to local units (as defined by N.J.S.A. 40A:65-3); and

WHEREAS, the Authority desires to enter into Shared Services Agreements with local units to provide the aforementioned services; and

**NOW THERFORE BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

- 1. The Authority is hereby authorized to enter into shared services agreements related to the providing of sanitary sewer cleaning services and CCTV inspection services to other local units for the calendar years 2023 and 2024.
- 2. The Authority's Executive Director is hereby authorized to execute any such agreement on behalf of the Authority.
- 3. This resolution shall take effect immediately upon adoption.

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 18, 2022.

SECRETARY

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
Offered		1/					
Seconded		V					
Aye		1-		1/	1:	1/	1
Nay							
Absent	17						
Abstain							
Recuse							

#### RESOLUTION

#### No. 98-2022

Date: October 18, 2022

#### AUTHORIZATION TO INCREASE THE GENERAL COUNSEL BUDGET FOR BERN ROOT LLC FOR PROFESSIONAL LEGAL SERVICES TO THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

WHEREAS, the law firm of Bern Root LLC, with offices located at 90 West Palisade Avenue, Englewood, New Jersey 07631 is presently providing the Northwest Bergen County Utilities Authority (hereinafter referred to as the "Authority") with professional legal services, including all matters which, in the opinion of the Executive Director and/or the Commissioners of the Authority shall be referred to General Counsel; and

WHEREAS, by Resolution 24-2022, the Authority previously engaged the services of Bern Root LLC (hereinafter referred to as the "Firm") to provide various professional legal services as deemed necessary by the Executive Director and/or the Commissioners; and

WHEREAS, the Original Resolution (hereinafter referred to as the "the Original Resolution") authorized a not-to-exceed cost of \$75,000.00 to be paid to the Firm for their professional legal services in connection with the legal needs of the Authority; and

WHEREAS, the Firm requested an increase to the not-to-exceed cost of the professional legal services by \$50,000.00 related to the position of General Counsel to the Authority for services rendered from October 1, 2022 through February 28, 2023; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available to accept the proposal.

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

- 1. The Proposal of Bern Root LLC to provide the additional professional legal services as outlined in the Original Resolution 24-2022 related to required legal services of the Authority in the amount of \$50,000.00 and is hereby accepted, increasing the not-to-exceed cost of legal services to \$125,000.00.
- 2. In the event that the firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
- 3. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.

#### RESOLUTION

No. 98-2022

Date: October 18, 2022

# AUTHORIZATION TO INCREASE THE GENERAL COUNSEL BUDGET FOR BERN ROOT LLC FOR PROFESSIONAL LEGAL SERVICES TO THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

- 4. Notice of this award shall be published in accordance with applicable law.
- 5. This Resolution shall take effect immediately.

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 18, 2022.

ALISON GORDON SECRETARY

MICHAEL KASPARIAN, CIAIRMAN

#### Recorded Vote:

Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
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1						
	Bonagura	Bonagura Jordan	Bonagura Jordan Kelaher	Bonagura Jordan Kelaher Lo Iacono	Bonagura Jordan Kelaher Lo Iacono Ortega	Bonagura Jordan Kelaher Lo Iacono Ortega Tombalakian

## 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:	General Counsel for 2022
VENDOR:	Bern Root, LLC
AMOUNT:	Increase: \$50,000.00 Amended Budget \$125,000
ACCOUNT NO.:	2100/4020

Date: October 18, 2022

Robert Laux, Certifying Finance Officer

#### **MOTION**

No. 22-03

Date: October 18, 2022

Motion to approve all present Commissioners, Executive Director, Assistant Executive Director and the Community & Government Relations Manager for attendance to the Association of Environmental Authorities' 2022 Annual Meeting Conference and the New Jersey State League of Municipalities Annual Conference in Atlantic City, New Jersey in November 2022.

Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Tombalakian	Kasparian
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			V			V
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