

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 107-2022

Date: December 13, 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 November 2022 and Health Benefits and Dental Benefits transfers for December 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 December 13, 2022 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$208,783.84

ACCOUNT: Tax Deposit Account
Total: \$89,702.14

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$117,710.14

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,360.17

ACCOUNT: Dental Benefits
Total Transfer: \$3,924.11

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$32,165.62

ACCOUNT: Operating Account
Total: \$359,519.15

ACCOUNT: General Improvement Account
Total: \$178,402.08


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 109-2022

Date: December 13, 2022

**AUTHORIZATION TO EXTEND THE SHARED SERVICES AGREEMENT
WITH THE BERGEN COUNTY UTILITIES AUTHORITY
FOR MANAGEMENT SERVICES**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the “Act”), authorizes any local unit of the State to enter into a shared services agreement with any other local unit(s) for the joint provision within the several jurisdictions of any service which any party to the agreement is empowered to undertake within its own jurisdiction; and

WHEREAS, the State of New Jersey, consistent with the Act, encourages local units, such as the Northwest Bergen County Utilities Authority (the “Authority”), to enter into agreements for the joint provision of governmental services as is authorized by the Act; and

WHEREAS, N.J.S.A. 40:14B-20 further authorizes and permits the Authority to enter into any and all contracts, execute any and all instruments and do and perform any and all acts or things necessary, convenient or desirable for the purposes of the Authority or to carry out any power expressly given to the Authority pursuant to N.J.S.A. 40:14B-1 et seq., expressly subject to N.J.S.A. 40A:11-1 et seq. (“Local Public Contracts Law”); and

WHEREAS, the Authority, in furtherance of providing essential governmental services, requires the provision of managerial oversight services (“Management Services”) for the time period beginning January 1, 2023, and the Authority has determined, following discussions and negotiations with the Bergen County Utilities Authority (the “BCUA”), that the BCUA is available and able to provide such Management Services to and on behalf of the Authority; and

WHEREAS, the Authority and the BCUA have further discussed the benefits to the parties of entering the shared services agreement (the “Shared Services Agreement”), pursuant to which the BCUA will allow the Authority to utilize the appropriate individual(s) employed by the BCUA to provide such Management Services to and on behalf of the Authority on an as needed basis beginning January 1, 2023; and

WHEREAS, the Authority has determined it is in the best interests of the Authority and its ratepayers to enter into a renewal of the Shared Services Agreement with the BCUA pursuant to which the BCUA will continue to provide the Management Services to and on behalf of the Authority on an as needed basis beginning January 1, 2023; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 109-2022

Date: December 13, 2022

**AUTHORIZATION TO EXTEND THE SHARED SERVICES AGREEMENT
WITH THE BERGEN COUNTY UTILITIES AUTHORITY
FOR MANAGEMENT SERVICES**

WHEREAS, the Authority desires to enter into the Shared Services Agreement with the BCUA subject to the terms and conditions as are set forth in said Shared Services Agreement.


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

1. The Authority agrees to enter into the Shared Services Agreement with the BCUA upon the terms and conditions that are set forth in said Shared Services Agreement for the provision of Management Services by the BCUA to and on behalf of the Authority on an as needed basis.

2. The Chairman and/or the General Legal Counsel of the Authority shall be, and each are hereby authorized and directed on behalf of the Authority to execute the Shared Services Agreement with the BCUA, a copy of which shall remain on file at the Authority in the office of the Executive Director.

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 December 13, 2022.


ALISON GORDON, BOARD SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 109-2022

Date: December 13, 2022

**AUTHORIZATION TO EXTEND THE SHARED SERVICES AGREEMENT
WITH THE BERGEN COUNTY UTILITIES AUTHORITY
FOR MANAGEMENT SERVICES**

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 110-2022

Date: December 13, 2022

AUTHORIZATION TO RENEW A PROFESSIONAL SERVICES CONTRACT WITH VALLEY HEALTH SYSTEM, INC. REGARDING THE COORDINATION AND CONDUCT OF ALCOHOL AND DRUG TESTING SERVICES

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) operates a wastewater treatment facility, located at 30 Wyckoff Avenue in the Borough of Waldwick, County of Bergen, State of New Jersey; and

WHEREAS, the Authority presently engages the services of Valley Health System, Inc. of Ridgewood, New Jersey relating to the providing of professional services to the Authority in connection with a drug and alcohol testing policy at the Authority, as well as the training and screening of, among others, Authority employees who are holders of Commercial Drivers Licenses; and

WHEREAS, Valley Health System, Inc. provided the Authority with a proposed agreement to continue these same services for the calendar year 2023; and

WHEREAS, the fees for such services provided by Valley Health System, Inc. will be in accordance with the Fee Schedule hereby incorporated by attachment into this resolution; and

WHEREAS, the services to be performed by Valley Health System, Inc. qualify as “professional services” under the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), and therefore the contract for same can be awarded by the Authority without public advertisement for bids; and

WHEREAS, the Commissioners of the Northwest Bergen County Utilities Authority, in consideration of the foregoing, have determined that it is in the best interest of the Authority to continue to have an alcohol and controlled substances program in place and enforced at the Authority, and for Valley Health System, Inc. to be retained in this regard effective January 1, 2023 to December 31, 2023.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 110-2022

Date: December 13, 2022

AUTHORIZATION TO RENEW A PROFESSIONAL SERVICES CONTRACT WITH VALLEY HEALTH SYSTEM, INC. REGARDING THE COORDINATION AND CONDUCT OF ALCOHOL AND DRUG TESTING SERVICES

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the Executive Director of the Authority be and is hereby authorized to take all reasonable and necessary steps to cause the Authority to enter into a mutually satisfactory Professional Services Contract with Valley Health System, Inc. for 2023 regarding the coordination and conduct of alcohol and controlled substance abuse program at the Authority covering, among others, holders of Commercial Drivers Licenses.

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 December 13, 2022.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelahr	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered	✓							
Seconded							✓	
Aye	✓		✓	✓	✓	✓	✓	✓
Nay								
Absent		✓						
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 111-2022

Date: December 13, 2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS
IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE
REQUIREMENTS**

WHEREAS, the Northwest Bergen County Utilities Authority (hereinafter referred to as "NBCUA") is a member of the New Jersey Utility Authorities Joint Insurance Fund (hereinafter referred to as "NJUAJIF") which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the NJUAJIF, the NBCUA enjoys cyber liability insurance coverage to protect the NBCUA from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards (attachment A) that if adopted and followed will reduce many of the risks associated with the use of technology by the NBCUA; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the NBCUA to claim a reimbursement of a paid insurance deductible in the event the member files a claim against NBCUA cyber insurance policy, administered through the NJUAJIF and the Municipal Excess Liability Joint Insurance Fund; and

NOW, THEREFORE, BE IT RESOLVED that the Northwest Bergen County Utilities Authority does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tiers 1, 2, and 3 of the NJ MEL Cyber Risk Management Plan; and

BE IT FURTHER RESOLVED that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 111-2022

Date: December 13, 2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS
IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE
REQUIREMENTS**

IT IS HEREBY CERTIFIED 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 December 13, 2022.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelahr	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered	✓							
Seconded							✓	
Aye	✓		✓	✓	✓	✓	✓	✓
Nay								
Absent		✓						
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 111-2022

Date: December 13, 2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS
IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY
JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE
REQUIREMENTS**

Attachment A

Tier one

Information Backup	Password Management
Security Patches and Updates	Email Warning
Defensive Software	Incident Response Plan
Security Awareness Training	Technology Practice Policy
	Government Cyber Membership

Tier two

Server Security	Remote Access - VPN
Access Privilege Controls	Leadership Expertise
Technology Support	IT Business Continuity Planning
System and Event Logging	Banking Controls
Protected Information	

Tier three

Network Segmentation	Remote Access - MFA
Password Integrity	System and Event Logging Review
Third-Party Risk Management	

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 112-2022

Date: December 13, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH LAURJO CONSTRUCTION CO.
FOR THE 193 AND 202 DEERFIELD TERRACE, MAHWAH, NEW JERSEY
SEWER CONNECTION**

WHEREAS, the Northwest Bergen County Utilities Authority (the “NBCUA”) has previously determined the need for and facilitated the construction of sanitary sewer lines within the Township of Mahwah (the “Borough”); and

WHEREAS, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of sanitary and other waste waters arising within the boundaries of the Township of Mahwah; and

WHEREAS, the NBCUA has received a Sewer Connection Application from Laurjo Construction Co. regarding 193 and 202 Deerfield Terrace, Mahwah, New Jersey (two (2) single family residential dwellings) who is desirous of collaborating with the Township of Mahwah for the connection to an existing Township of Mahwah sanitary sewer located on Deerfield Terrace. The proposed connection/extension is designed to provide sanitary sewer service to two (2) residential dwellings. The proposed development consists of two (2) single family residential dwellings. The site is presently occupied by a single-family dwelling. The sewer connection will connect to an existing Township of Mahwah sanitary sewer located on Deerfield Terrace. The proposed connection will involve constructing approximately 120 linear feet of 8-inch PVC lateral, one (1) manhole, modification of an existing manhole and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of 193 and 202 Deerfield Terrace of the Township of Mahwah and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of three hundred (600) gallons per day (GPD). Based on this projection, two (2) additional single family residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from Mahwah. The Authority currently has sufficient capacity to accept the additional flow from this project (“Project”); and

WHEREAS, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on December 8, 2022, to the Interim Executive Director and NBCUA’s General Counsel indicating that the Authority currently has sufficient capacity to accept the additional flow from this Project and recommended the approval of the Sewer Connection Application by the Authority;

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 112-2022

Date: December 13, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH LAURJO CONSTRUCTION CO.
FOR THE 193 AND 202 DEERFIELD TERRACE, MAHWAH, NEW JERSEY
SEWER CONNECTION**

NOW THEREFORE BE IT RESOLVED, that the NBCUA Chairman, Interim Executive Director, Superintendent and the NBCUA's General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service 193 and 202 Deerfield Terrace with the Township of Mahwah and to report back to the NBCUA Commissioners on the status of same; and the NBCUA shall be responsible for ensuring the intended construction of sanitary sewer lines shall comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 *et. seq.*, and all other provisions of the revised statutes of the State of New Jersey.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority ("Authority") as follows:

1. The Authority hereby authorizes the approval of the Sewer Connection Application submitted by Laurjo Construction Co., subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Township of Mahwah, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Township of Mahwah, where applicable.
4. Observation and approval by the Authority of infiltration/exfiltration testing, with the Authority to receive two (2) days advanced notice prior to the testing of all newly constructed sewers.
5. Reimbursement to the Authority by the applicant for all engineering expenses incurred by the Authority for inspection and final testing of the sewers and appurtenances.
6. Payment to the Authority by the applicant for all Authority application fees, legal fees, and other application, administrative, technical, and other review expenses relating to the project.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 112-2022

Date: December 13, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH LAURJO CONSTRUCTION CO.
FOR THE 193 AND 202 DEERFIELD TERRACE, MAHWAH, NEW JERSEY
SEWER CONNECTION**

7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.
8. Water conserving plumbing fixtures shall be installed in the building serviced by this connection.
9. Notification of the Authority when sanitary sewer construction commences.
10. Submission to the Authority for its approval, NJDEP form WQM-005, "Certification for Approval by Local Agency," when the construction of this connection is completed.
11. The Chairman, or his designee, be and hereby is authorized to execute any such documents in connection the Sewer Connection Application.
12. The Northwest Bergen County Utilities Authority shall be responsible for ensuring that all the construction of sanitary sewer lines comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 et. seq., and all other provisions of the revised statutes of the State of New Jersey.

IT IS HEREBY CERTIFIED 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 December 13, 2022.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 112-2022

Date: December 13, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH LAURJO CONSTRUCTION CO.
FOR THE 193 AND 202 DEERFIELD TERRACE, MAHWAH, NEW JERSEY
SEWER CONNECTION**

DATED: December 13, 2022

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 113-2022

Date: December 13, 2022

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF SADDLE RIVER**

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 Saddle River (the “Borough”) had entered into a Shared Services Agreement on January 1, 2022 with a termination date of December 31, 2022 for the Authority to 1) act as the New Jersey Licensed Sewer Operator for the Borough, 24 hours a day, 365 days per year 2) to provide weekly monitoring of the Borough’s one (1) waste water pump station, and 3) perform repairs, corrective actions and respond to pump station alarms during business and non-business hours; and

WHEREAS, the Borough has adopted its Resolution No. 223-22 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 commencing January 1, 2023 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 Borough of Saddle River for a duration of one (1) year commencing January 1, 2023 to provide the services described in Paragraph 3 above; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 113-2022

Date: December 13, 2022

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF SADDLE RIVER**

2. The Chairman or Vice-Chairman of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Saddle River 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 December 13, 2022.


ALISON GORDON, SECRETARY


FRANK KELAHER, VICE-CHAIRMAN

Recorded Vote:

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

RECEIVED

DEC 06 2022

SHARED SERVICE AGREEMENT

NBCUA

THIS AGREEMENT, made and entered into this 21ST day of November, 2022 by and among:

The Borough of Saddle River, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as "Saddle River", 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, Saddle River 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 Saddle River, monthly inspections/monitoring of Saddle River's one (1) wastewater pump station, and any and all agreed upon repairs, 24 hours a day and 365 days per year; and

WHEREAS, Saddle River has adopted a Resolution # 223-22 which authorizes Saddle River to enter into an agreement with the NBCUA, for the services of monitoring Saddle River's wastewater pump station and any agreed upon miscellaneous services.

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

1. Pursuant to N.J.S.A. 40A:65-1 et. seq., both Saddle River and the NBCUA shall adopt the appropriate resolution, which will formally authorize the entering into 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, 2023.
3. The NBCUA shall provide the following services to Saddle River:

- A. The NBCUA shall act as the New Jersey Licensed Sewer Operator for Saddle River and perform the weekly monitoring of Saddle River's wastewater pump station, 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, 7:00am to 3:30pm.
 - 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, 3:31pm to 6:59am 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 Saddle River, pursuant to Paragraph 3 above Saddle River shall pay the NBCUA four (4) equal installments of \$2,193.75 on or before March 1st, June 1st, September 1st and December 1st of each year for a total annual compensation of \$8,775.00. The rate of compensation paid by Saddle River to the NBCUA for repairs, corrective actions and responses to pump station alarms shall be \$96.59 per man hour for business hours and \$120.72 per man hour for non-business hours.
 5. The NBCUA shall provide Saddle River 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 Saddle River within 45 days of receipt.
 6. The parties agree to be bound to this Agreement for a minimum of twelve (12) months. Twelve (12) months following the commencement date, either party may terminate this Agreement by giving as least twelve (12) months' written notice to the other party.
 7. Each party to this agreement represents to the other party thereto that the Officials executing 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 Supervisor of Saddle River's Public Works Department for Saddle River. 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.
 9. 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 stations.

10. The NBCUA will provide a certificate of insurance designating Saddle River as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.
11. Saddle River 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 Saddle River, its agents, servants or employees.
12. Saddle River will maintain a reasonable spare parts inventory as requested by the Superintendent of the NBCUA.
13. The effective date of this Agreement shall be January 1, 2023, and the expiration date shall be December 31, 2023, unless the agreement is terminated pursuant to paragraph 6 above.
14. The NBCUA agrees to comply with all applicable federal, state, county and municipal laws, rules, and regulations.
15. 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:


Cindy Krupatuck
Clerk

Date: 11/30/22


ATTEST:

Alison Gordon, Secretary

Date:

BOROUGH OF SADDLE RIVER

By:


Mayor

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

By: _____

Chairman

R# 223-22

COUNCIL OF THE BOROUGH OF SADDLE RIVER

Date: 11/21/22

Introduced by Council Member Azzariti
Seconded by Council Member Carpenter

**RESOLUTION AUTHORIZING INTERLOCAL SHARED SERVICE AGREEMENT
FOR A LICENSED SEWER OPERATOR WITH
NORTHWEST BERGEN UTILITIES AUTHORITY**

BE IT RESOLVED that the Council of the Borough of Saddle River authorize the Mayor to sign an Inter-local Shared Service Agreement for a Licensed Sewer Operator for the Saddle River sewer pump station, at an annual fee of \$8,775.00.

	AYES	NAYS	ABSTAIN	ABSENT
Azzariti, John	X			
Carpenter, Duncan	X			
DiGirolamo, Christopher				X
Liva, Jeffrey	X			
Sachdev, Ravi	X			
Hekemian, David – Council President	X			
Kurpis, Albert J., - Mayor				

Date Passed: 11/21/22


Cindy Kirkpatrick, Borough Clerk



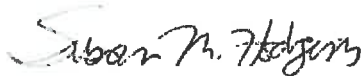
Albert J. Kurpis, Mayor

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON November 21, 2022.


Cindy Kirkpatrick, Borough Clerk

CHIEF FINANCIAL OFFICER CERTIFICATION

I, Susan Hodgins, Chief Financial Officer of the Borough of Saddle River, hereby certify that \$8,775 will be available in the 2023 Budget after adoption under Inter-Local Agreements line item 01-2010-27-3303-500 and the 1st Quarter payment of \$2,193.75 will be available in the temporary budget under the same line item.



Date: 11/21/22

Susan Hodgins, Chief Financial Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 114-2022

Date: December 13, 2022

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH
THE BERGEN COUNTY UTILITIES AUTHORITY FOR QUALIFIED PURCHASING
AGENT SERVICES**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the “Act”), authorizes any local unit of the State to enter into an Interlocal Services Agreement with any other local unit(s) for the joint provision within the several jurisdictions of any service which any party to the agreement is empowered to undertake within its own jurisdiction; and

WHEREAS, the State of New Jersey, consistent with the Act, encourages local units, such as the Northwest Bergen County Utilities Authority (the “Authority”), to enter into agreements for the joint provision of governmental services as is authorized by the Act; and

WHEREAS, N.J.S.A. 40:14B-20 further authorizes and permits the Authority to enter into any and all contracts, execute any and all instruments and do and perform any and all acts or things necessary, convenient or desirable for the purposes of the Authority or to carry out any power expressly given to the Authority pursuant to N.J.S.A. 40:14B-1 et seq., expressly subject to N.J.S.A. 40A:11-1 et seq. (“Local Public Contracts Law”); and

WHEREAS, the Authority, in furtherance of providing essential governmental services, requires the services of a Qualified Purchasing Agent to provide services on behalf of the Authority necessary to perform the requisite duties associated with the title of Qualified Purchasing Agent as set forth in N.J.A.C. 5:32-4, to administer and/or implement the rules and regulations promulgated thereunder, as amended (“Qualified Purchasing Agent Services”), from time to time on an as needed basis and including specifically beginning January 1, 2023; and

WHEREAS, the Authority and the Bergen County Utilities Authority (the “BCUA”) have discussed the benefits of the parties entering into a shared services agreement, pursuant to which the BCUA will allow the Authority to utilize Gerald Reiner, a certified Qualified Purchasing Agent, Certification No. Q-1632, who serves as the BCUA’s Qualified Purchasing Agent, to serve as the Authority’s Qualified Purchasing Agent and to provide Qualified Purchasing Agent Services to the Authority on an as needed basis beginning Jan. 1, 2023 as is authorized by N.J.S.A. 40A:11-9(a); and

WHEREAS, the BCUA and the Authority now wish to enter into a shared services agreement (the “Shared Services Agreement”) for Qualified Purchasing Agent Services in order to allow for Gerald Reiner, who is certified as a Qualified Purchasing Agent by the State of New Jersey Department of Community Affairs, Division of Local Government Services, Certification No. Q-1632, and who serves as the BCUA’s Qualified Purchasing Agent, to serve as Qualified Purchasing

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Agent for, and provide such Qualified Purchasing Agent Services to and on behalf of, the Authority on an as needed basis beginning January 1, 2023 as is authorized by N.J.S.A. 40A:11-9(a); and

WHEREAS, the Assistant Executive Director of the Authority has reviewed the proposed Shared Services Agreement and recommends that the Board of Commissioners of the Authority accept the terms of the proposed Shared Services Agreement on file at the Authority offices; and

WHEREAS, the Authority has determined it is in the best interests of the Authority and its ratepayers to enter into the Shared Services Agreement with the BCUA pursuant to which Gerald Reiner, who is certified as a Qualified Purchasing Agent by the State of New Jersey Department of Community Affairs, Division of Local Government Services, Certification No. Q-1632, and who serves as the BCUA's Qualified Purchasing Agent, will serve as Qualified Purchasing Agent for, and provide such Qualified Purchasing Agent Services to and on behalf of, the Authority on an as needed basis beginning January 1, 2023 as is authorized by N.J.S.A. 40A:11-9(a).

WHEREAS, the Authority desires to enter into the Shared Services Agreement with the BCUA for the duration and subject to the terms and conditions as are set forth in said Shared Services Agreement.

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

1. The Authority agrees to enter into the Shared Services Agreement with the BCUA for the duration and on the terms and conditions as are set forth in said Shared Services Agreement for the providing of Qualified Purchasing Agent Services by the BCUA to and on behalf of the Authority on an as needed basis.

2. The Chairman and/or the General Legal Counsel of the Authority shall be and is hereby authorized and directed on behalf of the Authority to execute the Shared Services Agreement with the BCUA, a copy of which shall remain on file at the Authority in the office of the Executive Director.

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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 December 13, 2022.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelاهر	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered	✓							
Seconded							✓	
Aye	✓		✓	✓	✓	✓	✓	✓
Nay								
Absent		✓						
Abstain								
Recuse								