

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 01-2021

Date: January 12, 2021

2021 SERVICE CHARGES

WHEREAS, the Northwest Bergen County Utilities Authority was established pursuant to New Jersey Statute Chapter 36A Title 40, and presently is authorized to operate pursuant to N.J.S.A.40:14B-1 et. seq.; and

WHEREAS, the municipalities of Allendale, Ho-Ho-Kus, Midland Park, Ramsey, Waldwick and Wyckoff, on or about March 12, 1965, The Village of Ridgewood on or about July 5, 1972, the Township of Mahwah, on or about June 25, 1975, and the Borough of Franklin Lakes on or about February 8, 2006, entered into Service Contracts with the Northwest Bergen County Utilities Authority whereby the various rights and obligations of the parties concerning operation, establishment and calculation of rates, and method of payments were established; and

WHEREAS, on or about July 15, 1986, the Northwest Bergen County Utilities Authority adopted a Bond Resolution authorizing financing for the continued operation and maintenance of the district sewer system; and

WHEREAS, pursuant to said statutory authorization and Service Contracts, the Northwest Bergen County Utilities Authority adopted a budget for the fiscal year of January 1, 2021 to December 31, 2021, making provision for the payment of \$13,468,465, being the amount that the Authority estimates will be required (in addition to other funds on hand applicable for such purposes) to be paid by said municipalities during the current fiscal year January 1, 2021 to December 31, 2021, as and for security of payment of principal and interest on outstanding bonds or other obligations authorized by said statutes and service contracts, and for the cost of operation, depreciation, and repair of the district's sewer system including establishment and maintenance of working capital and reserves; and

WHEREAS, the above stated Statutes and Service Contracts provide that the Authority may prescribe the amounts to be charged for the discharge and disposal of sewage through the district sewer system pursuant to N.J.S.A.14:14B-22 and N.J.S.A.14:14B-23 and related statutes thereto; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

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2021 SERVICE CHARGES

WHEREAS, by Resolution dated November 3, 1983, the Commissioners determined that, commencing January 4, 1984, and for a period of three years, User Service Charges be calculated based upon a formula which gave equal weight in determining User Service Charges to adjusted metered flow, water connections based on equivalent dwelling units, and water usage; and

WHEREAS, the said Resolution further provided that, effective January 1, 1987, User Service Charges be calculated according to a formula in which 60% of User Service Charges are based on adjusted metered flow, 20% are based on water connections and 20% are based on water usage (the 60-20-20 Formula).

NOW, THEREFORE, BE IT

RESOLVED, that the Authority does hereby calculate the amount of money each of the said municipalities shall be required to pay to the Authority during the 2021 year as follows:

Borough of Allendale	\$ 1,856,800.00
Borough of Ho-Ho-Kus	\$ 663,013.00
Borough of Franklin Lakes	\$ 100,940.00
Township of Mahwah	\$ 3,799,979.00
Borough of Midland Park	\$ 1,092,623.00
Borough of Ramsey	\$ 2,425,224.00
Village of Ridgewood	\$ 26,762.00
Borough of Waldwick	\$ 1,677,750.00
Township of Wyckoff	<u>\$ 1,825,374.00</u>
TOTAL:	\$13,468,465.00

and;

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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2021 SERVICE CHARGES

FURTHER RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the Secretary be and she hereby is authorized and directed to forward to each of the said municipalities a certified copy of this resolution so that they might make provision for payment to the Authority of the amount certified to be due as set for the above, the total amount due from each municipality being payable in equal quarterly installments due and to be made on or before the 15th of February, May, August and November, all in the year 2021 and in accordance with the Service Agreements above mentioned.

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 January 12, 2021.


SECRETARY


CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded					✓				
Aye	✓		✓	✓	✓		✓	✓	✓
Nay							✓	✓	✓
Absent		✓							
Abstain						✓			
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 02-2021

Date: January 12, 2021

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 December 2020 and Health Benefits and Dental Benefits transfers for January 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 January 12, 2021 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$221,316.13

ACCOUNT: Tax Deposit Account
Total: \$91,202.45

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$118,605.77

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,569.06

ACCOUNT: Dental Benefits
Total Transfer: \$4,333.31

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 02-2021

Date: January 12, 2021

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

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$33,262.06

ACCOUNT: Operating Account
Total: \$472,252.40

ACCOUNT: General Improvement Account
Total: \$1,249,017.98


SECRETARY


CHAIRMAN

RECORDED VOTE:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 04-2021

Date: January 12, 2021

NEW HIRE – MAUREEN SULLIVAN, OFFICE SECRETARY

WHEREAS, the position of Office Secretary has been vacant since on or about June 29, 2020; and

WHEREAS, N.J.S.A. 40:14B-1 provides, *inter alia*, that the Authority may “appoint and employ, such other agents and employees as it may require and determine their duties and compensation”; and

WHEREAS, funds are allocated in the annual budget for the salary of Office Secretary; and

WHEREAS, Ms. Maureen Sullivan has applied for the position of the Office Secretary; and

WHEREAS, the Authority has determined that Ms. Sullivan is competent, qualified and experienced to perform this job and therefore desires to offer the position of Office Secretary to Ms. Maureen Sullivan; and

WHEREAS, the Authority has determined on the basis of the foregoing to hire Ms. Sullivan as Office Secretary, subject to a one hundred and eighty (180) day probationary period, at an annual salary of fifty-three thousand dollars (\$53,000) and a hire date to be determined by the Executive Director; and

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

1. Ms. Maureen Sullivan shall be and is hereby hired by the Authority as Office Secretary starting on a date to be determined by the Executive Director, subject to a one hundred and eighty (180) day probationary period.
2. Ms. Sullivan shall be an employee at will and will be compensated at an annual salary of Fifty-Three Thousand Dollars (\$53,000).


SECRETARY


CHAIRMAN

Recorded Vote:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 05-2021

Date: January 12, 2021

**RESOLUTION AUTHORIZING PAY ENHANCEMENT
RELATED TO COVID-19**

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") is a county utilities authority organized and existing pursuant to the Municipal and County Utilities Authority Law, N.J.S.A. 40:14B-1 et leg. to provide the services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to sewage collection and treatment services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the operation and maintenance of an effective and efficient waste water treatment system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of eleven (11) municipalities in northwest Bergen County; and

WHEREAS, Coronavirus disease 2019 ("COVID-19") is a contagious, and at times fatal, respiratory disease caused by the SARS-CoV-2 virus; and

WHEREAS, the spread of COVID-19 within the State of New Jersey created an immediate public health hazard threatening and endangering the health, safety, and welfare of the residents of the State of New Jersey; and

WHEREAS, Philip D. Murphy, the Governor of the State of New Jersey, in order to protect the health, safety and welfare of the people of the State of New Jersey, issued Executive Order 103 on March 9, 2020, declaring and proclaiming that a Public Health Emergency and State of Emergency exist in the State of New Jersey due to the existence and impact of COVID-19, which declaration has been extended by subsequent Executive

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 05-2021

Date: January 12, 2021

RESOLUTION AUTHORIZING PAY ENHANCEMENT
RELATED TO COVID-19

Orders issued by Governor Murphy and continues in full force and effect as of this date;
and

WHEREAS, the President of the United States also declared a National Emergency as a result of the COVID-19 pandemic; and

WHEREAS, in response to the health emergency posed by COVID-19, the Bergen County Executive issued Executive Order No. 2020-01 on March 10, 2020, declaring a State of Emergency in Bergen County due to the COVID-19 pandemic; and

WHEREAS, COVID-19 has been detected in fecal samples and wastewater collected from infected communities; and

WHEREAS, because of said conditions, the Board of Commissioners of the Authority, in order for the Authority to provide for the continuous delivery of essential governmental services, and in order to take action consistent with Executive Order 103, took immediate steps to reduce on-site operations and initiate remote work, where possible, to protect and maintain the health, safety, and welfare of the Authority's employees and Bergen County residents and visitors; and

WHEREAS, in order to combat against the spread of COVID-19, Authority staff, despite the known high exposure risk, have responded to the needs of residents despite the known risk to their own personal health, safety and welfare; and

WHEREAS, the Authority desires to demonstrate its appreciation to all its employees by providing appropriate COVID-19 enhancement pay for employees of the Authority who continued to work for the Authority, notwithstanding the risk of physical hardship related to COVID-19; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 05-2021

Date: January 12, 2021

**RESOLUTION AUTHORIZING PAY ENHANCEMENT
RELATED TO COVID-19**

WHEREAS, the COVID-19 related enhancement pay shall be distributed to eligible employees of the Authority employed as of December 31, 2020 who, worked a weekly schedule for the Authority, as of December 31, 2020.

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

1. The Executive Director is hereby authorized and given the sole and complete authority for the distribution of pay enhancements related to COVID-19 in the amount of \$3,000 to all employees of the Authority as of December 31, 2020.
2. Once certified by the Executive Director, COVID-19 related pay enhancement shall be issued to eligible employees as wages and shall be subject to all applicable Federal and State withholding taxes.
3. COVID-19 related pay enhancement payments by the Authority-to-Authority employees pursuant to this Resolution shall not affect any employee's yearly salary for calculations related to P.L. 2011 Chapter 78, overtime calculations, hourly wages, and/or other terms or conditions of employment.
4. The Executive Director shall be and is hereby authorized to take any and all other steps necessary to carry out the purpose of this Resolution.
5. The formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 05-2021

Date: January 12, 2021

RESOLUTION AUTHORIZING PAY ENHANCEMENT
RELATED TO COVID-19

CERTIFICATION

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 January 12, 2021.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

Recorded Vote:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

MEMORANDUM

DATE: February 4, 2021

TO: All Employees

From: James Rotundo, Executive Director



RE: Pay Enhancement related to COVID-19

2020 was a challenging year for all as we faced a global pandemic. We were forced to quickly adapt to a new normal in many areas of our lives. In our line of work here at the Authority, it is essential to operate and maintain an effective and efficient waste water treatment system to ensure the health, safety and welfare of those whose daily life activities depend on such a system. Throughout this pandemic you have showed up day in and day out, practiced social distancing and masked up to protect yourself and your fellow employees.

The Authority would like to thank you for your hard work and dedication during an unprecedented year. To show our appreciation to all of our employees, the Board of Commissioners at their January 12, 2021 meeting approved Resolution 05-2021 authorizing COVID-19 enhancement pay in the amount of \$3,000 to each of our employees.

Once again, the Authority would like to thank you for your efforts and hard work during these difficult and uncertain times.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 07-2021

DATE: January 12, 2021

**APPROVING CHANGE ORDER NO. 3 FOR
CONTRACT #271
AERATION BLOWER REPLACEMENT AND WASTE SLUDGE SYSTEM UPGRADE**

WHEREAS the Northwest Bergen County Utilities Authority (the “Authority”) awarded Contract No. 271 – Aeration Blower Replacement and Waste Sludge System Upgrade Project (“the Project”) to Coppola Services, Inc. (“the Contractor”) on September 20, 2016; and

WHEREAS the Contractor has submitted a Change Order for the following: 1) Blower Equipment Modification in the amount of \$43,875.00 and 2) SCADA Allowance in the amount of \$6,440.00; and which are more particularly set forth in the Change Order attached hereto (“the Change Order”); and

WHEREAS, the Change Order also increases the contract time by an additional 897 calendar days; and

WHEREAS, the Authority’s Engineer has reviewed the Contractor’s Change Order and determined that the Change Order is necessary for this additional work and extension of time; and

WHEREAS, the Authority’s Engineer has recommended that the Change Order be approved by the Authority; and

WHEREAS, the Authority’s Certifying Finance Officer has certified there are funds available for the payment of this change order.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Authority that Change Order No. 3, to Authority Contract No. 271, is approved, in the amount of \$50,315 and approves an extension of time in the amount of 897 calendar days.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 07-2021

DATE: January 12, 2021

**APPROVING CHANGE ORDER NO. 3 FOR
CONTRACT #271
AERATION BLOWER REPLACEMENT AND WASTE SLUDGE SYSTEM UPGRADE**

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 January 12, 2021.


SECRETARY


CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelaheer	Lo Iacono	Mongelli	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:

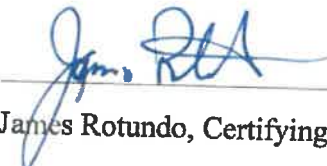
CONTRACT: Contract No. 271 – Aeration Blower Replacement and Waste Activated Sludge Upgrade

VENDOR: Coppola Services, Inc.

AMOUNT: \$50,315

ACCOUNT NO.: 7000-6620

Date: January 12, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 08-2021

Date: January 12, 2021

RESOLUTION TO RESCIND RESOLUTION No. 99-2020 – RESOLUTION TO ENGAGE THE SERVICES OF T&M ASSOCIATES TO PROVIDE THE ENGINEERING SERVICES REQUIRED FOR THE INTERCEPTOR SYSTEM REHABILITATION PROJECT (S340700-19)

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) on December 8, 2020 authorized the engineering services of T&M Associates (“T&M”) to provide the engineering professional services required for the Interceptor System Rehabilitation Project (S340700-19) by Resolution No. 99-2020; and

WHEREAS, T&M had previously been approved by the Authority to provide the engineering professional services required for the Interceptor System Rehabilitation Project (S340700-19) by Resolution No. 114-2018; and

WHEREAS, the Authority desires to rescind Resolution No. 99-2020 and authorizes the engineering services of T&M in accordance with the terms and conditions of Resolution No. 114-2018; and

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

1. Resolution No. 99-2020, authorizing the engineering services of T&M Associates is hereby rescinded.
2. Resolution No. 114-2018 authorizing the engineering services of T&M Associates shall remain in full force and effect and unamended; and
3. This Resolution shall take effect as herein provided.

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 January 12, 2021.


ALISON GORDON, SECRETARY


MICHAEL KASPARIAN, CHAIRMAN

Recorded Vote:

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 09-2021

Date: January 12, 2021

**RESOLUTION OF THE NORTHWEST BERGEN
COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING
TO REPAIR DAMAGED SEWAGE PIPE**

WHEREAS, the Northwest Bergen County Utilities Authority ("Authority") was alerted to a discharge of water on Darlington Avenue near the Darlington Pump Station and upon investigation identified a leak in the 24" force main; and

WHEREAS, upon inspection, the Authority's Engineer determined that an emergency repair of the force main was required, together with a by-pass pumping system to allow for the repairs; and

WHEREAS, the damage of this sewage line threatens the health, safety and welfare of the public; and

WHEREAS, the Authority's Engineer has thus concluded that an emergency condition exists and recommended that this section of sewage line be repaired immediately; and

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority is hereby authorized to immediately solicit quotes and award an emergency contract, pursuant to N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1 et. seq., to perform the required emergency repairs to the damaged sewage line.
3. The Authority is directed to file an "Emergency Procurement Report" with the Director of the Division of Local Government Services within thirty (30) days of the award of the contract describing the circumstances pertaining to the emergency, and to comply with all other requirements set forth in N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1 et. seq.
4. This Resolution shall be effective immediately.

ADOPTED: January 12, 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 09-2021

Date: January 12, 2021

**RESOLUTION OF THE NORTHWEST BERGEN
COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING
TO REPAIR DAMAGED SEWAGE PIPE**

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 January 12, 2021.


Michael Kasparian, Chairman


Alison Gordon, Secretary

Recorded Vote:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered				✓					
Seconded							✓		
Aye	✓			✓	✓		✓	✓	✓
Nay							✓	✓	✓
Absent		✓				✓			
Abstain			✓						