

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 63-2023

Date: September 20, 2023

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 August 2023 and Health Benefits and Dental Benefits transfers for September 2023; 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 September 20, 2023 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$208,819.51

ACCOUNT: Tax Deposit Account
Total: \$88,470.89

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$137,087.82

ACCOUNT: Health Benefits Contribution Employee
Total: \$3,755.71

ACCOUNT: Dental Benefits
Total Transfer: \$3,623.99

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ACCOUNT: PERS and Contributory Insurance
 Total Transfer: \$28,126.75

ACCOUNT: Operating Account
 Total: \$552,966.45

ACCOUNT: General Improvement Account
 Total: \$252,528.81

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 September 20, 2023.



DOUGLAS M. BERN, ESQ. ASSISTANT SECRETARY


 FRANK KELAHER, CHAIRMAN

DATE: September 20, 2023

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaher
Offered				✓				
Seconded					✓			
Aye	✓			✓	✓		✓	✓
Nay								
Absent		✓	✓			✓		
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 64-2023

Date: September 20, 2023

**RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES
JOINT INSURANCE FUND**

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") is a member of the New Jersey Utility Authorities Joint Insurance Fund (the "Fund"); and

WHEREAS, said renewed membership terminates as of December 31, 2023 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW, THEREFORE, be it resolved by the Commissioners of the Northwest Bergen County Utilities Authority as follows:

1. The Northwest Bergen County Utilities Authority, agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Chairman or Vice-Chairman shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 65-2023

Date: September 20, 2023

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF BERGEN, DEPARTMENT OF HEALTH SERVICES FOR PARTICIPATION IN THE EMPLOYEE ASSISTANCE PROGRAM

WHEREAS, the County of Bergen is a body politic and corporate of the State of New Jersey; and

WHEREAS, Northwest Bergen County Utilities Authority (hereinafter referred to as the "Authority") is an Authority Corporation of the State of New Jersey; 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 to reduce local expenses funded by property tax payers; and

WHEREAS, the Bergen County Department of Health Services (hereinafter, referred to as "BCDHS") coordinates and assures the preservation, protection and promotion of essential public health services and seeks to assist authorities with their public health obligations for services set forth in the appendix of the Shared Services Agreement (hereinafter referred to as the "Agreement") attached hereto; and

WHEREAS, the Authority desires to contract for the furnishing of health services of a technical and professional nature by the BCDHS to the Authority, pursuant to N.J.S.A. 26:3A2-1 et seq.; and

WHEREAS, the services to be provided by the BCDHS to the Authority shall be the Employee Assistance Program, which is greater described in the Agreement; and

WHEREAS, this Agreement shall be in effect for a duration of one (1) year commencing October 1, 2023 and ending September 31, 2024; and

WHEREAS, the cost of this service is \$22.50 per employee for the year 2023; and

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

1. The Authority is hereby authorized to enter into a Shared Services Agreement with the County of Bergen, Department of Health Services for the provision of the Employee Assistance Program for the period of October 1, 2023 through September 31, 2024 at a rate of \$22.50 per employee.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 66-2023

Date: September 20, 2023

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH RIDGEWOOD WATER FOR THE AMES TREATMENT FACILITY
AT 491 HARTUNG DRIVE, WYCKOFF, 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 Borough of Wyckoff (the "Borough"); and

WHEREAS, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of backwash residuals and rinse wastewater arising within the boundaries of the Borough of Wyckoff; and

WHEREAS, the NBCUA has received a Sewer Connection Application from Ridgewood Water regarding the **Ames Treatment Facility located at 491 Hartung Drive**, Wyckoff, New Jersey who is desirous of collaborating with the Borough of Wyckoff for the connection to an existing Borough of Wyckoff sanitary sewer located Covington Place, Carlton Road and Concord Place and will connect to the existing manhole located in Weymouth Drive. The proposed connection will involve constructing approximately 444 linear feet of 4-inch HDPE force main, 1,685 linear feet of 8-inch PVC sewer pipe, eight (8) manholes, and appurtenances to collect and dispose of backwash residuals and rinse wastewater collected and arising within the boundaries of 491 Hartung Drive of the Borough of Wyckoff and to be received and serviced by the NBCUA. The application for this connection/extension does not project any increase to the average daily flow of 454 gallons per day (GPD). Based on this projection, three (3) additional non-residential equivalent dwelling unit ("EDU") will become tributary to the Authority from the Borough of Wyckoff, ("Project"); and

WHEREAS, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on September 1, 2023, to the Interim Executive Director and NBCUA's General Counsel indicating that the Authority currently has sufficient capacity to accept the backwash residuals and rinse wastewater from this Project and recommended the approval of the Sewer Connection Application by the Authority;

NOW THEREFORE BE IT RESOLVED, that the NBCUA Chairman, Interim Executive Director and the NBCUA's General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service 491 Hartung Drive with the

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

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AT 491 HARTUNG DRIVE, WYCKOFF, NEW JERSEY SEWER CONNECTION**

Borough of Wyckoff 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 as follows:

1. The Authority hereby authorizes the approval of the Sewer Connection Application submitted by Ridgewood Water, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Borough of Wyckoff, where applicable.
3. Inspection and approval of the installation of sewers and appurtenances by the Borough of Wyckoff, 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.
7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 66-2023

Date: September 20, 2023

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
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WITH RIDGEWOOD WATER FOR THE AMES TREATMENT FACILITY
AT 491 HARTUNG DRIVE, WYCKOFF, NEW JERSEY SEWER CONNECTION**

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 September 20, 2023.


DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY


FRANK KELAHER, CHAIRMAN

DATED: September 20, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 66-2023

Date: September 20, 2023

RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH RIDGEWOOD WATER FOR THE AMES TREATMENT FACILITY
AT 491 HARTUNG DRIVE, WYCKOFF, NEW JERSEY SEWER CONNECTION

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaheer	
Offered				✓					
Seconded					✓				
Aye	✓			✓	✓		✓	✓	
Nay									
Absent		✓	✓			✓			
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 67-2023

Date: September 20, 2023

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF MIDLAND PARK**

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 Midland Park (the "Borough") had entered into an Shared Services Agreement on October 11, 2022 for a duration of one (1) year with a termination date of October 10, 2023 for the Authority to act as the New Jersey Licensed Operator for the Borough; and

WHEREAS, the Borough has adopted its Resolution No. 06-2023 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

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

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

1. The Authority shall enter into a Shared Services Agreement on October 11, 2023 with the Borough of Midland Park for a duration of one (1) year to act as the New Jersey Licensed Sewer Operator for the Borough.
2. The Chairman of the Authority and the Executive Director be and are hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Midland Park annexed hereto and made a part thereof.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

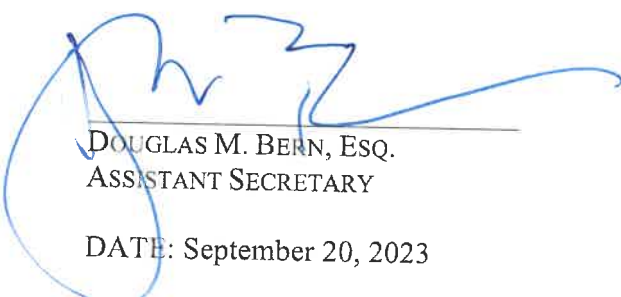
RESOLUTION

No. 67-2023

Date: September 20, 2023

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF MIDLAND PARK**

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 September 20, 2023.



DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY



FRANK KELAHER, CHAIRMAN

DATE: September 20, 2023

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelahe	
Offered				✓					
Seconded					✓				
Aye	✓			✓	✓		✓	✓	
Nay									
Absent		✓	✓			✓			
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 68-2023

Date: September 20, 2023

RESOLUTION TO AMEND JOB TITLES AND ESTABLISH A SALARY RANGE

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 seq., to provide the necessary governmental services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to the collection, treatment and disposal of storm water and waste water; and

WHEREAS, pursuant to N.J.S.A. 40:14B-18, the Authority has the power to, among other things, appoint and employ such agents and employees as it may require and determine necessary for its efficient operations, and to determine their duties and compensation; and

WHEREAS, the Authority has previously established the positions of Secretary and Bookkeeper within the organization and has determined the need to amend the titles of Secretary and Bookkeeper to the positions of Administrative Assistant and Senior Administrative Assistant; and

WHEREAS, the positions of Administrative Assistant and Senior Administrative Assistant shall perform duties including, but not limited to, those set forth in their respective job descriptions; and

WHEREAS, the Authority has concluded and determined the appropriate range for the annual compensation for the position of Administrative Assistant to be: \$38,000.00 to \$78,000.00; and

WHEREAS, the Authority has concluded and determined the appropriate range for the annual compensation for the position of Senior Administrative Assistant to be: \$60,000.00 to \$90,000.00.

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

1. The Authority does hereby amend the titles of Secretary and Bookkeeper to Administrative Assistant and Senior Administrative Assistant and the table of organization for the Authority shall be and is hereby amended accordingly.
2. The amount of compensation for the position of Administrative Assistant shall be and is hereby set within the range of \$38,000.00 to \$78,000.00 per annum.
3. The amount of compensation for the position of Senior Administrative Assistant shall be and is hereby set within the range of \$60,000.00 to \$90,000.00 per annum.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 68-2023

Date: September 20, 2023

RESOLUTION TO AMEND JOB TITLES AND ESTABLISH A SALARY RANGE

4. The Executive Director, and/or his designee, shall be and is hereby authorized and directed to take all actions necessary and appropriate to carry out the purpose and intent 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-14(b).

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

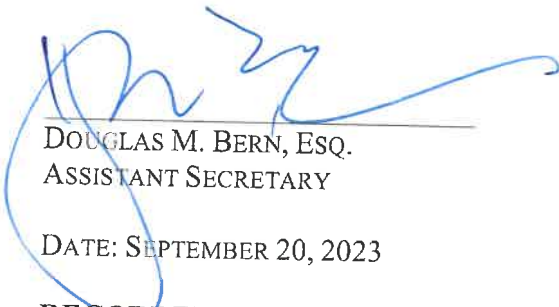
RESOLUTION

No. 68-2023

Date: September 20, 2023

RESOLUTION TO AMEND JOB TITLES AND ESTABLISH A SALARY RANGE

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Northwest Bergen County Utilities Authority at its meeting of September 20, 2023.


DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY
DATE: SEPTEMBER 20, 2023


FRANK KELAHER, CHAIRMAN

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaheer	
Offered				✓					
Seconded					✓				
Aye	✓			✓	✓		✓	✓	
Nay									
Absent		✓	✓			✓			
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 69-2023

Date: September 20, 2023

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

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 seq., to provide the necessary governmental services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to the collection, treatment and disposal of storm water and waste water; and

WHEREAS, pursuant to N.J.S.A. 40:14B-18, the Authority has the power to, among other things, appoint and employ such agents and employees as it may require and determine necessary for its efficient operations, and to determine their duties and compensation; and

WHEREAS, the positions of Senior Administrative Assistant and Administrative Assistant were created by Resolution No. 68-2023 dated September 20, 2023; and

WHEREAS, Melissa Oratio who currently serves in the position of Bookkeeper shall have a title change to the position of Senior Administrative Assistant; and

WHEREAS, Noel Ligregni and Maureen Sullivan who currently both serve in the position of Secretary shall have a title change to Administrative Assistant; and

WHEREAS, the Authority has determined that aforementioned employees are competent, qualified and experienced to perform the jobs that they have been recommended for; and

WHEREAS, funds are allocated in the annual budget for the salary of Senior Administrative Assistant, Administrative Assistant; and

WHEREAS, the Authority has determined on the basis of the foregoing to transfer Melissa Oratio to the position of Senior Administrative Assistant at an annual salary of \$76,737 effective retroactive to January 1, 2023; and

WHEREAS, the Authority has determined on the basis of the foregoing to transfer Noel LiGregni to the position of Administrative Assistant at an annual salary of \$63,000 effective retroactive to January 1, 2023; and

WHEREAS, the Authority has determined on the basis of the foregoing to transfer Maureen Sullivan to the position of Administrative Assistant at an annual salary \$63,000 effective retroactive to January 1, 2023; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 69-2023

Date: September 20, 2023

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

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

1. Melissa Oratio be and is hereby appointed to the position of Senior Administrative Assistant at an annual salary of \$76,737 effective retroactive to January 1, 2023.
2. Noel LiGregni be and is hereby appointed to the position of Administrative Assistant at an annual salary of \$63,000 effective retroactive to January 1, 2023.
3. Maureen Sullivan be and is hereby appointed to the position of Administrative Assistant at an annual salary \$63,000 effective retroactive to January 1, 2023

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

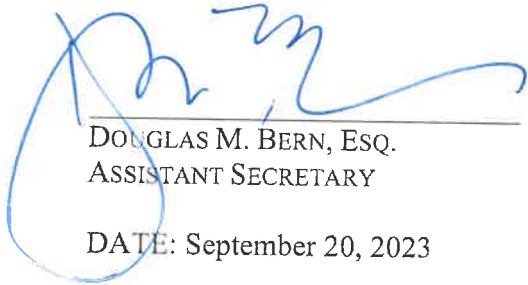
RESOLUTION

No. 69-2023

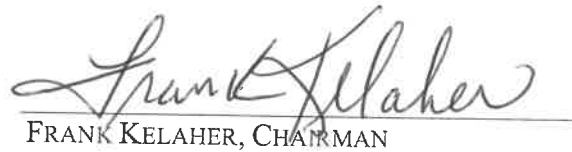
Date: September 20, 2023

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

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 September 20, 2023.



DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY



FRANK KELAHER, CHAIRMAN

DATE: September 20, 2023

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Ortega	Tombalakian	Virk	Kelaher
Offered				✓				
Seconded					✓			
Aye	✓			✓	✓		✓	✓
Nay								
Absent		✓	✓			✓		
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 70-2023

Date: September 20, 2023

**SALARY ADJUSTMENTS FOR NON-COLLECTIVE BARGAINING UNIT
EMPLOYEES FOR 2023**

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

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

WHEREAS, the Executive Director submitted to the Personnel Committee salary recommendations for the non-collective bargaining unit employees; and

WHEREAS, the Personnel Committee has recommended that a salary increase be granted for 2023 to the non-collective bargaining unit employees, which salary and resulting salary levels are set forth in the 2023 Salary Schedule attached hereto as Exhibit A; and

WHEREAS, the Personnel Committee has further recommended that the aforesaid salary increases for the non-collective bargaining unit employees be retro-active to January 1, 2023.

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

1. The salary increases set forth in Exhibit A attached hereto be and hereby are granted for the year 2023 to the non-collective bargaining unit employees
2. The said salary increases be retro-active to January 1, 2023.

Exhibit A to Resolution 70-2023

Name	Job Title	Current Salary	Propose Increased	Proposed 2023 Salary
Brewer Samuel	Technical Advisor	\$88,330	\$1,987.42	\$90,317.42
Kacmar, Russel	Laboratory Supervisor	\$105,775	\$2,379.94	\$108,154.94
Agugliaro, Andrew	IT Technical Advisor/Incinerator Supervisor/Collections Supervisor	\$106,978	\$2,407.01	\$109,385.01
Fabbricatore, Nicholas	Operations Supervisor/ Maintenance Supervisor	\$111,445	\$2,507.51	\$113,952.51
Frank, Brian	Electrical Supervisor	\$101,000	\$2,272.50	\$103,272.50
Carrol, John	Administrator of Security Operation	\$68,957	\$1,551.53	\$70,508.53
Ligregni, Noel	Administrative Assistant	\$63,000	\$1,417.50	\$64,417.50
Sullivan, Maureen	Administrative Assistant	\$63,000	\$1,417.50	\$64,417.50
Oratio, Melissa	Senior Administrative Assistant	\$76,737	\$1,726.58	\$78,463.58