NOTICE

The next Regular Meeting of the Northwest Bergen County Utilities Authority will be held on Tuesday, April 16, 2019 immediately following the Work Session at 7:00pm, in the offices of the Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey.

Formal action will be taken.

April 12, 2019

AGENDA REGULAR MEETING April 16, 2019

- 1. Meeting called to Order
- 2. Open Public Meetings Act Statement
- 3. Salute to the Flag
- 4. Roll Call
- 5. Chairman's Remarks
- 6. Approval of Minutes Regular Meeting March 19, 2019
- 7. Public Comments (any subject)
- 8. Consideration for approval list of Resolutions attached dated April 16, 2019
- 9. Report of Committees:
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Strategic Plan Subcommittee
 - f. Buildings and Grounds Committee
 - g. Safety and Security Committee
- 10. Report of Treasurer
- 11. Report of General Counsel
- 12. Report of Consulting Engineer
- 13. Report of Executive Director
- 14. Report of Authority Engineer
- 15. Report of Superintendent
- 16. Old Business
- 17. New Business
- 18. Public Comments (on subjects 5 through 17)
- 19. Adjournment

RESOLUTIONS

April 16, 2019

CONSENT AGENDA

34-2019	Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
35-2019	Certification of Audit
36-2019	Accept Audit
37-2019	Regular Employment – Vincent Grosso as O&M Helper
38-2019	Regular Employment – Shane Kelsey as O&M Helper
39-2019	Salary Action for Non-Collective Bargaining Unit Employees for 2019
40-2019	Sanitary Sewer Extension – 733 Highview Drive and 736 Thomas Place, Township of Wyckoff

RESOLUTION

No. 34-2019

Date: April 16, 2019

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 March 2019 and Health Benefits and Dental Benefits transfers for April 2019; 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 April 16, 2019 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account Net Payroll: \$204,833.29

ACCOUNT: Tax Deposit Account

Total: \$93,298.98

ACCOUNT: Health Benefits Contribution Employer

Total Transfer: \$110,426.04

ACCOUNT: Health Benefits Contribution Employee

Total: \$4,540.21

ACCOUNT: Dental Benefits Total Transfer: \$4,144.49

	RESOLUTION										
	No. 34-2019										
	Date: April 16, 2019										
APPROVAL O	F VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS										
ACCOUNT: Total Transfer:	PERS and Contributory Insurance \$33,792.44										
ACCOUNT: Total Transfer:	PERS Annual Employer Appropriation \$536,534.00										
ACCOUNT: Total:	Operating Account \$624,854.97										
ACCOUNT: Total:	General Improvement Account \$379,634.08										
de opera-	CHAIRMAN										
SECRETA	AK Y										

RECORDED VOTE:

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

RESOLUTION

NO. 35-2019

Date: April 16, 2019

CERTIFICATION OF AUDIT

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2018 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Northwest Bergen County Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2018, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 16, 2019.

CHAIRMAN SECRETARY Chewcaskie Duch Bonagura Kelaher Lo Iacono Mongelli Ortega Plumley Kasparian Offered Seconded Ave Nay Absent Abstain Recuse

LOCAL AUTHORITIES GROUP AFFIDAVIT FORM

PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Northwest Bergen County Utilities Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

- 1. We are duly appointed members of the Northwest Bergen County Utilities Authority.
- 2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2018 and specifically the sections of the audit report entitled "General Comments" and "Recommendations".

(Print)		(Signature)
	•	
	•	
	•	
Sworn to and subscribed before me		
this day of	, 2019	
Notary Public of New Jersey		

RESOLUTION

NO. 36-2019

Date: April 16, 2019

ACCEPT AUDIT

WHEREAS, Ferraioli, Wielkotz, Cerullo & Cuva, PA, has prepared and submitted the Annual Audit Report of the Northwest Bergen County Utilities Authority for the year ending December 31, 2018; and

WHEREAS, the Commissioners of the Northwest Bergen County Utilities Authority have reviewed the Audit Report and have found it to be in order; and

WHEREAS, the Commissioners find that it is in the best interest of the Northwest Bergen County Utilities Authority to accept the Audit Report as submitted.

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

- 1. The Audit Report for the year ending December 31, 2018 prepared by Ferraioli, Wielkotz, Cerullo & Cuva, PA, be and the same hereby is accepted as submitted and that the Secretary of the Authority be and she hereby is authorized to distribute same on behalf of the Authority; and be it
- 2. The Secretary of the Authority is hereby directed to publish the synopsis and recommendations of this audit, as prepared by Ferraioli, Wielkotz, Cerullo & Cuva, PA, within thirty (30) days from receipt as required by law.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Commissioners of the Authority on April 16, 2019.

	CHAIRMAN
SECRETARY	

Recorded Vote:

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

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					CHAIR	RMAN			
SECRE	TARY								
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Aye					1				

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
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Absent									
Abstain									
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	NC	ORTHWES	T BERG	EN COU	NTY UTIL	ITIES A	UTHOR	ITY		
	RESOLUTION									
				No. 38	3-2019					
_				Date: A	April 16, 20	019				
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WHEREAS, Shane Kelsey successfully completed his probationary period on April 9, 2019; and										
		AS, it has be &M Helper.	en recom	mended S	hane Kelse	y be retain	ned as a re	egular em	ployee in	
1	NOW, TH	IEREFOR	E, BE IT							
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CHAIRMAN										
SECRETARY										
RECOR	RECORDED VOTE:									
	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian	
Offered									1	

REC

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

RESOLUTION

No. 39-2019

Date: April 16, 2019

SALARY ACTION FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES FOR 2019

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 prepared salary recommendations for the non-collective bargaining unit employees; and

WHEREAS, it has recommended that a salary increase be granted for 2019 to the non-collective bargaining unit employees, which salary and resulting salary levels are set forth in the 2019 Salary Schedule attached hereto as Exhibit A; and

WHEREAS, it is further recommended that the aforesaid salary increases for the non-collective bargaining unit employees be retro-active to January 1, 2019.

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 2019 to the non-collective bargaining unit employees.
- 2. The said salary increases, be retro-active to January 1, 2019.

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	RESOLUTION											
				No. 39	9-2019							
					ril 16, 2019							
SALA	ARY ACTI	ON FOR NO	ON-COLI	LECTIVE	BARGAIN	ING UNIT	EMPLO	YEES FO	R 2019			
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	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian			
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Seconded												
Aye												

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

RESOLUTION

No. 40-2019

Date: April 16, 2019

PROPOSED SANITARY SEWER EXTENSION 733 HIGHVIEW DRIVE & 736 THOMAS PLACE TOWNSHIP OF WYCKOFF, NEW JERSEY

WHEREAS, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the "Authority") by Justin Leavy and Russell Whiteman on behalf of the Township of Wyckoff (hereinafter referred to as the "Applicant") for approval of a proposed sanitary sewer extension to be located at 733 Highview Drive & 736 Thomas Place in the Township of Wyckoff (hereinafter referred to as the "Project"); and

WHEREAS, the Project proposes to provide sanitary sewer service to two (2) existing single family dwellings in the Township of Wyckoff; and

WHEREAS, finding that when completed, the average daily flow from the Project will be 600 gallons per day (gpd) and two (2) additional residential EDUs will become tributary to the Authority's system from the Township of Wyckoff; and

WHEREAS, the Authority's technical advisor has reviewed the application, documents and drawings submitted in support thereof and, by memorandum dated April 8, 2019 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application made by Justin Leavy and Russell Whiteman on behalf of the Township of Wyckoff for a proposed sanitary sewer extension to be located at 733 Highview Drive & 736 Thomas Place in the Township of Wyckoff be approved contingent upon review by the Authority's Technical Advisor and further upon the condition that the Applicant, its principals, agents, successors or assigns fulfill the following terms and conditions:

- 1. The construction shall conform to all applicable requirements of Township of Wyckoff;
- 2. The installation of the sewers and appurtenances be inspected and approved by the Township of Wyckoff;

RESOLUTION

No. 40-2019

Date: April 16, 2019

PROPOSED SANITARY SEWER EXTENSION 733 HIGHVIEW DRIVE & 736 THOMAS PLACE TOWNSHIP OF WYCKOFF, NEW JERSEY

- 3. That all newly constructed sewers be tested for infiltration and exfiltration and that such testing be observed and the results approved by an Authority engineer who has been provided with 2 days notice of such testing;
- 4. That the Applicant pay for engineering expenses incurred by the Authority for all inspection and testing of the sewers and appurtenances;
- 5. That the Applicant pay for all Authority application fees, legal fees and other application, administrative, technical or any other expenses relating to review of the Project;
- 6. That any manholes constructed or modified by reason of this Project be fitted with sewer guards to prevent inflow. All manholes constructed must be installed with all required waterproofing measures, including exterior painting and pipe gasket interlock;
- 7. That water conserving plumbing fixtures be installed in all new building construction to be serviced by the Project;
- 8. That the Authority be notified by the Applicant or its designee prior to commencement of sanitary sewer installation;
- 9. That prior to placing this connection into service, the Applicant must submit to the Authority for approval NJDEP Form WQM-005; and
- 10. That the Applicant comply with the rules and regulations of the Authority and the New Jersey Department of Environmental Protection; and be it

FURTHER RESOLVED, that upon written assurance of fulfillment by the Applicant of the foregoing terms and conditions, the Authority Superintendent be and is herewith authorized on behalf of the Authority to execute such approvals of the Project as may be required by governmental agencies having jurisdiction thereover.

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				RESOL	UTION						
No. 40-2019											
Date: April 16, 2019											
		733 HI	GHVIEW	DRIVE	Y SEWER & 736 TH KOFF, NE	OMAS P	LACE				
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Commissioners of the Northwest Bergen County Utilities Authority on April 16, 2019.											
					CHAIR	RMAN					
SECRE	TARY										
RECOR	DED VO	TE:									
-	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian		
Offered											

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									