

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

Northwest Bergen County Utilities Authority

PLEASE TAKE NOTICE the Northwest Bergen County Utilities Authority does hereby notify the public that the Work Session and the Regular Meeting scheduled for Monday, November 25, 2024 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. Formal action will be taken. The agendas will be placed on the Authority website, nbcua.com, at least 48 hours prior to the meeting.

Northwest Bergen County
Utilities Authority

November 21, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REGULAR MEETING November 25, 2024

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
5. Approval of Minutes
 - a. Regular Meeting – October 16, 2024
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated November 25, 2024
8. Report of Committees:
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Strategic Plan Subcommittee
 - f. Buildings and Grounds Committee
9. Report of Treasurer
10. Report of General Counsel
11. Report of Consulting Engineer
12. Report of Executive Director
13. Report of Authority Engineer
14. Report of Superintendent
15. Old Business
16. New Business
17. Public Comments (on subjects 4 through 16)
18. Adjournment

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

**November 25, 2024
CONSENT AGENDA**

RESOLUTIONS

- 81-2024 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 82-2024 Approve Personnel Actions
- 83-2024 Authorization To Renew A Professional Services Contract With Valley Health System, Inc. Regarding The Coordination And Conduct Of Alcohol And Drug Testing Services
- 84-2024 Approval of Memorandum of Agreement For The Non-Supervisory Collective Bargaining Agreement
- 85-2024 Authorization To Award T&M Associates To Provide Engineering Services For The Sludge Thickener Tank Rehabilitation (Project #1168) (IBank #S340700-22)

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 81-2024

Date: November 25, 2024

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 October 2024 and Health Benefits and Dental Benefits transfers for November 2024; 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, 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 November 20, 2024 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$181,970.38

ACCOUNT: Tax Deposit Account
Total: \$78,283.53

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$135,432.38

ACCOUNT: Health Benefits Contribution Employee
Total: \$3,708.09

ACCOUNT: Dental Benefits
Total Transfer: \$3,366.60

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 81-2024

Date: November 25, 2024

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

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$27,137.26

ACCOUNT: Operating Account

Total: \$404,330.13

ACCOUNT: General Improvement Account

Total: \$198,142.21

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

FRANK KELAHER, CHAIRMAN

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 81-2024

Date: November 25, 2024

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

RECORDED VOTE:

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

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 November 25, 2024.

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

DATE: November 25, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 82-2024

Date: November 25, 2024

APPROVE PERSONNEL ACTIONS

WHEREAS, there presently exists a need for an Operations & Maintenance Helper; and

WHEREAS, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Ryan Lynch be employed as O&M Helper effective November 18, 2024 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that Ryan Lynch be employed as an O&M Helper effective November 18, 2024 subject to a one hundred eighty (180) day probationary period at an hourly rate as set forth in the non-supervisory collective bargaining agreement.

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

FRANK KELAHER, CHAIRMAN

RECORDED VOTE:

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

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 November 25, 2024.

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY
DATE: November 25, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 83-2024

Date: November 25, 2024

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 2025; 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, 2025 to December 31, 2025.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 83-2024

Date: November 25, 2024

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 2025 regarding the coordination and conduct of alcohol and controlled substance abuse program at the Authority covering, among others, holders of Commercial Drivers Licenses.

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

FRANK KELAHER, CHAIRMAN

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 83-2024

Date: November 25, 2024

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

RECORDED VOTE:

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

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 November 25, 2024.

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

DATE: November 25, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 84-2024

Date: November 25, 2024

**APPROVAL OF MEMORANDUM OF AGREEMENT FOR THE NON-SUPERVISORY
COLLECTIVE BARGAINING AGREEMENT**

WHEREAS, various non-supervisory employees of the Northwest Bergen County Utilities Authority (“Authority”) are organized into a collective bargaining unit known as the Northwest Bergen County Utilities Authority Non-Supervisory Employees Group (“Group”); and

WHEREAS, the Authority and the Group have negotiated a successor collective bargaining agreement; and

WHEREAS, the Authority and the Group have negotiated such a successor agreement for the period of January 1, 2024 through December 31, 2025, and have reduced such agreement to writing, which requires execution by the appropriate Authority official; and

WHEREAS, the Group has ratified said agreement and the Authority’s Executive Director and Labor Counsel have recommended the adoption of same by the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Authority’s Board of Commissioners, that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority’s Governing Body ratifies the collective bargaining agreement through the Memorandum of Agreement ("MOA") between the Authority and the Group for the period of January 1, 2024 through December 31, 2025 and authorizes the Authority's Executive Director and Board Secretary to execute such MOA.
3. The Authority’s Executive Director is authorized to execute any and all such additional documents and undertake such other tasks that are reasonably required to execute a new collective bargaining agreement on behalf of the Authority with the Group once approved by the Authority's Labor Counsel and executed by the Group.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 84-2024

Date: November 25, 2024

APPROVAL OF MEMORANDUM OF AGREEMENT FOR THE NON-SUPERVISORY COLLECTIVE BARGAINING AGREEMENT

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

FRANK KELAHER, CHAIRMAN

RECORDED VOTE:

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

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 November 25, 2024.

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY
DATE: November 25, 2024

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 85-2024

Date: November 25, 2024

AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE ENGINEERING SERVICES FOR THE SLUDGE THICKENER TANK REHABILITATION PROJECT (Project #1168)(IBank #S340700-22)

WHEREAS, the Northwest Bergen County Utilities Authority (hereinafter the "Authority") requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the construction administration and field inspection services for the Sludge Thickener Tank Rehabilitation Project, Project #1168 (hereinafter referred to as the "Project"); and

WHEREAS, the Authority passed resolution 35-2024, awarding a contracted to T&M for planning and design service for the project; and

WHEREAS, T&M Associates, the Authority's current Consulting Engineer, has submitted a proposal to perform these services at a cost not to exceed \$327,500; and

WHEREAS, it is in the Authority's best interests for T&M Associates to provide these services, in accordance with the terms set forth in the attached agreement; and

WHEREAS, the Authority hired T&M Associates to serve as the Consulting Engineer to the Authority for the fiscal year 2024 in accordance with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) as well as federal procurement rules and regulations; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the retention of T&M Associates for these professional services.

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

1. The Authority does hereby accept the proposal from T&M Associates in the not-to-exceed amount of \$327,500.00 for Engineering services in connection with the construction administration and field inspection services for the Sludge Thickener Tank Rehabilitation Project, Project #1168.
2. The Executive Director of the Authority is authorized to execute a contract with T&M Associates to provide Engineering and Professional Services required for the construction administration and field inspection services for the Sludge of the Sludge Thickener Tank Rehabilitation Project, Project #1168.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 85-2024

Date: November 25, 2024

**AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE
ENGINEERING SERVICES FOR THE SLUDGE THICKENER TANK REHABILITATION
PROJECT (Project #1168)(IBank #S340700-22)**

3. The Executive Director, Assistant Executive Director, and Authority Engineer of the Authority are authorized to execute such other documents and undertake such other tasks that are reasonably required to carry out and consummate the transactions contemplated by the attached Agreement.
4. The Secretary is directed to cause notice to be published as required by law; and
5. Upon execution, a fully executed and confirmed copy of the Agreement shall be placed on file in the office of the Executive Director and available for public inspection.
6. That the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to N.J.S.A. 40:14B-14(b).

Frank Kelaher, Chairman

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 85-2024

Date: November 25, 2024

AWARD PROFESSIONAL SERVICES CONTRACT TO T&M ASSOCIATES TO PROVIDE ENGINEERING SERVICES FOR THE SLUDGE THICKENER TANK REHABILITATION PROJECT (Project #1168)(IBank #S340700-22)

Recorded Vote:

Table with 10 columns (Bonagura, Biale, Jordan, Lo Iacono, Ortega, Tombalakian, Virk, Kelaher, empty) and 8 rows (Offered, Seconded, Aye, Nay, Absent, Abstain, Recuse, empty).

I hereby certify 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 public meeting held on November 25, 2024.

Douglas M. Bern, Esq.
Assistant Secretary

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: Sludge Thickener Tank Rehabilitation (Project #1168)

VENDOR: T&M Associates

AMOUNT: \$327,500.00

ACCOUNT NO.: 06-215-00-000-6620

Date: November 25, 2024

Robert Laux, Certifying Finance Officer