

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

NOTICE

REGULAR MEETING

PLEASE TAKE NOTICE, that in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020 declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Northwest Bergen County Utilities Authority does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the Northwest Bergen County Utilities Authority Work Session, Regular Meeting and Special Meeting scheduled for Tuesday, January 12, 2021 at 7:00 p.m. at the offices of the Northwest Bergen County Utilities Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey will be held via Zoom ONLY. Formal action may be taken at these meetings. The agendas will be placed on the Northwest Bergen County Utilities Authority website, nbcua.com, at least 48 hours prior to the meeting. Members of the public who wish to participate in the meeting may do so by going to [Zoom.us](https://zoom.us) and entering the meeting ID of 852 7466 9541 and followed by the passcode **051424** at 7:00 P.M. Members of the public may also access the meeting by dialing in at 1-646-558-8656, and then following the prompts to input the meeting ID and passcode. Phone service provider rates may apply. Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. A non-public dial in number will be used if executive session is required.

Alison Gordon, Secretary
Northwest Bergen County
Utilities Authority

January 8, 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REGULAR MEETING January 12, 2021

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's Remarks
 - a. Appointment of Nominating Committee
5. Approval of Minutes – Regular Meeting – December 8, 2020
Special Meeting – December 8, 2020
6. Public Comments (any subject)
7. Consideration for approval list of Resolutions attached dated January 12, 2021
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
 - g. Safety and Security 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

January 8, 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTIONS

January 12, 2021

CONSENT AGENDA

- 02-2021 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 03-2021 Regular Employment – Theodoros Perides, O&M Helper
- 04-2021 New Hire – Maureen Sullivan, Office Secretary
- 05-2021 Resolution Authorizing Pay Enhancement related to COVID-19
- 06-2021 Designation of Public Agency Compliance Officer for 2021
- 07-2021 Approval of Change Order No. 3 – Contract No. 271 Aeration Blower Replacement and Waste Activated Sludge Upgrade
- 08-2021 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)
- 09-2021 Resolution of the Northwest Bergen County Utilities Authority Authorizing Emergency Spending to Repair Damaged Sewage Pipe

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	Kelahe	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

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.

MICHAEL KASPARIAN, CHAIRMAN

ALISON GORDON, SECRETARY

Recorded Vote:

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

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.

CHAIRMAN

SECRETARY

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	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:

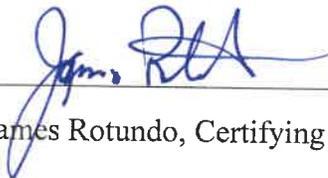
CONTRACT: Contract No. 271 – Aeration Blower Replacement and Waste Activated Sludge Upgrade

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. 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

