RESOLUTION

No. 02-2022

Date: January 11, 2022

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 2021 and Health Benefits and Dental Benefits transfers for January 2022; 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 11, 2022 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Net Payroll:

Payroll Account \$367,103.38

ACCOUNT:

Tax Deposit Account

Total:

\$152,555.11

ACCOUNT:

Health Benefits Contribution Employer

Total Transfer:

\$116,755.32

ACCOUNT:

Health Benefits Contribution Employee

Total:

\$4,555.83

ACCOUNT:

Dental Benefits

Total Transfer:

\$4,081.74

RESOLUTION

No. 02-2022

Date: January 11, 2022

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

ACCOUNT:

PERS and Contributory Insurance

Total Transfer:

\$30,436.64

ACCOUNT:

Operating Account

Total:

\$644,373.10

ACCOUNT:

General Improvement Account

Total:

\$204,765.01

SECRETAR

, rob chrinain

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1					
Seconded							
Aye		1	1	. /	1	/	
Nay			V	V		V-	
Absent							1/
Abstain							
Recuse							

RESOLUTION

No. 04-2022

Date: January 11, 2022

APPOINTMENT OF ASSISTANT EXECUTIVE DIRECTOR JOHN DANUBIO

WHEREAS, the Authority serves as a body politic and corporate constituting a political subdivision of the State of New Jersey, existing under and by virtue of N.J.S.A. 40:14B-1 et.seq.; and

WHEREAS, pursuant to N.J.S.A. 40:14B-18, the Authority is authorized to appoint and employ full or part-time, inter alia, an Assistant Executive Director, as the Authority may determine necessary for its efficient operations, and shall determine those qualifications, terms of office, duties, compensation and enter contracts therefore, for periods not exceeding five (5) years, as it determines necessary; and

WHEREAS, by Resolution, dated June 8, 2005, the Authority established the position of Assistant Executive Director; and

WHEREAS, the Commissioners of the Authority consider John Danubio competent and qualified to perform the duties of the office of Assistant Executive Director of the Northwest Bergen County Utilities Authority; and

WHEREAS, John Danubio has assumed additional responsibilities of Human Resources Officer, Affirmative Action Officer, and Public Relations Officer/Spokesman; and

WHEREAS, the Authority has determined on the basis of the foregoing to appoint John Danubio as Assistant Executive Director of the Authority for a five (5) year term retroactive to June 24, 2021 and ending June 23, 2026. As of June 24, 2021, Mr. Danubio's annual salary shall be \$98,000.00., Effective January 1, 2022, Mr. Danubio's base salary will be \$105,000.00. Thereafter, Mr. Danubio's shall receive an annual cost of living increase of three (3%) percent added to the base compensation on each succeeding June 24th for each year of service as Assistant Executive Director; and

WHEREAS, the terms and conditions of the appointment herein shall be, and they are hereby subject to the availability and appropriation annually of sufficient funds as may be required to meet any extended obligation contained herein; and

WHEREAS, the Authority concludes that the appointment contemplated herein shall be and is hereby determined to be necessary for the efficient operations of the Authority.

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

1. John Danubio shall be and is hereby appointed to serve as Assistant Executive Director for a period of five (5) years, commencing retroactively June 24, 2021, until June 23, 2026. As of June 24, 2021, Mr. Danubio's annual salary shall be \$98,000.00., Effective January 1, 2022, Mr. Danubio's base salary will be \$105,000.00. Thereafter, Mr. Danubio's shall receive an annual cost of living increase of three (3%) percent added to the base compensation on each succeeding June 24th for each year of service as Assistant Executive

RESOLUTION

No. 04-2022

Date: January 11, 2022

APPOINTMENT OF ASSISTANT EXECUTIVE DIRECTOR JOHN DANUBIO

Director. Mr. Danubio shall also receive such leave and other benefits as are provided to other employees of the Authority consistent with and in accordance with the Authority's policies and procedures.

- 2. The Authority's attorney is hereby authorized to draft an employment agreement memorializing the scope of services to be performed and compensation to be paid in connection with providing the services outlined herein in such final form as is acceptable to the Authority, as evidenced by the Chairman's signature thereon.
- 3. That the foregoing appointment shall be and is hereby determined to be necessary for the efficient operations of the Authority.
- 4. Any and all resolutions, appointments and/or engagements inconsistent herewith shall, to the extent of their inconsistency, be and the same are hereby superseded, and this resolution shall serve as authorization to implement the terms hereof.
- 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).

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 public meeting held on January 11, 2022.

ALISON GORDON, SECRETARY

FRANK KELAHER, VICE-CHAIRMAN

Roll Call:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1					
Seconded	/	V					
Aye	1	1	1	1	1/		
Nay				1			
Absent							1
Abstain							

RESOLUTION

No. 05-2022

Date: January 11, 2022

REGULAR EMPLOYMENT - CHRISTOPHER O'REILLY - PLANT OPERATOR

WHEREAS, by Resolution No. 60-2021 dated July 20, 2021, Christopher O'Reilly was hired by the Northwest Bergen County Utilities Authority to the position of Plant Operator subject to one hundred eighty (180) day probationary period; and

WHEREAS, Christopher O'Reilly successfully completed his probationary period on December 22, 2021; and

WHEREAS, it has been recommended Christopher O'Reilly be retained as a regular employee in the position of Plant Operator.

NOW, THEREFORE, BE IT

RESOLVED, by the Northwest Bergen County Utilities Authority's Board of Commissioners that Christopher O'Reilly be retained as a regular employee in the position of Plant Operator effective December 23, 2021.

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1					
Seconded	1						
Aye	1	1	1	1	1		
Nay						~	
Absent							1
Abstain							
Recuse							

RESOLUTION

No. 06-2022

Date: January 11, 2022

RESOLUTION OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING THE APPOINTMENT OF AN ASSISTANT SECRETARY

WHEREAS, the Northwest Bergen County Utilities Authority ("Authority') has determined the need to appoint an Assistant Secretary to the Board of Commissioners to assist with administrative matters; and

WHEREAS, Article 6, 'Other Assistants' Section of the Authority's By-Laws provide for the Authority's appointment, by Resolution, of an Assistant Secretary to the Board of Commissioners; and

WHEREAS, the role of the Assistant Secretary when needed, to maintain record book(s) in which the By-Laws, special rules of order, standing rules, and minutes are entered, with any amendments to these documents properly recorded, and have the current record book(s) on hand at every meeting; and

WHEREAS, the role of the Assistant Secretary when needed, to sign all certified copies of the acts of the Board of Commissioners unless otherwise specified in the By-Laws; and

WHEREAS, the Authority has determined that Douglas M. Bern, Esq. has the requisite qualifications and may be appointed an Assistant Secretary to the Board of Commissioners;

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 hereby appoints Douglas M. Bern, Esq. as Assistant Secretary to the Board of Commissioners with the authority to carry out

RESOLUTION

No. 06-2022

Date: January 11, 2022

RESOLUTION OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING THE APPOINTMENT OF AN ASSISTANT SECRETARY

such duties of an Assistant Secretary as set forth in Article 6, 'Other Assistants' Section of the Authority's By-Laws.

- 3. This Resolution is effective immediately upon passage and may be renewed on an annual (one-year) basis.
- 4. The Assistant Secretary shall serve without compensation.

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 regular meeting held on January 11, 2022.

Frank Kelaher, Vice-Chairman

Alison Gordon, Secretary

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1/					
Seconded	1						
Aye	V /	32	- /		1	1	
Nay	V		V				
Absent							
Abstain							
Recuse							

RESOLUTION

No. 07-2022

Date: January 11, 2022

DESIGNATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER FOR 2022

WHEREAS, the Law Against Discrimination, Public Law 1973, Chapter 127, requires affirmative action in the performance of contracts which receive funding from the State of New Jersey; and

WHEREAS, recent amendments to the regulation implementing the Law Against Discrimination require that every public agency annually designate an officer or employee to serve as the Public Agency Compliance Officer who shall be responsible for ensuring the agency's compliance with the applicable regulation and who shall perform liaison and assistance functions as may be requested by the Affirmative Action Office of the Department of the Treasury of the State of New Jersey; and

WHEREAS, the Northwest Bergen County Utilities Authority is a public agency as defined by the regulations.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that Robert Genetelli be and he is hereby designated as the Public Agency Compliance Officer for the period January 1, 2022 through December 31, 2022.

SECRETARY

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1/					
Seconded	1/	V					
Aye		1	1	3/	1/	1/	
Nay							
Absent							./
Abstain							
Recuse							

RESOLUTION

NO. 08-2022

Date: January 11, 2022

AWARD BID — CONTRACT NO. 291 SCHWING BIOSET PUMP REPLACEMENT

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 on December 9, 2021, the Authority advertised for a one hundred eighty (180) day contract for Contract No. 291 — Schwing Bioset Pump Replacement; and

WHEREAS, on January 5, 2022, the date specified for the public opening and reading of the bids for Contract No. 291—Schwing Bioset Pump Replacement, three (3) bids were received; and

WHEREAS, Spectraserv Inc. contained in their bid a price of:

\$147,000.00 for the Schwing Bioset Pump Replacement

WHEREAS, the Authority's General Counsel has reviewed the bid of Spectraserv Inc. and has found same to be in legal conformance with the advertised specifications and bid requirements, and the Local Contract Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, the Authority's technical advisor has reviewed the bid of Spectraserv Inc. and has found same, in all technical aspects, to be in conformance with the advertised specifications and bid requirements, and as such has recommended that the Authority accept said bid submitted by Spectraserv Inc.; and

WHEREAS, it has been certified by the Authority's Certifying Financial Officer that there are funds available for the award of this contract to Spectraserv Inc.; and

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

- 1. The bid of Spectraserv located at 75 Jacobus Avenue, Kearny, New Jersey 07032, for Contract No. 291 —Schwing Bioset Pump Replacement and the same is hereby accepted at the cost of \$147,000.00 for the Schwing Bioset Pump Replacement for a period of one hundred eighty (180) days from the signing of the Contract.
- 2. In all respects relating to the performance of Contract No. 291 hereby awarded to Spectraserv Inc. is hereby directed to comply with the requirements of P.L. 1975,

RESOLUTION

NO. 08-2022

Date: January 11, 2022

AWARD BID — CONTRACT NO. 291 SCHWING BIOSET PUMP REPLACEMENT

Chapter 127, and all other applicable statutes and regulations dealing with antidiscrimination and/or equal opportunity in public contracts.

- 3. The Executive Director of the Authority shall be and hereby is authorized to execute on behalf of the Authority any such contract with Spectrasery, Inc.
- 4. Notice of the contract award shall be advertised in accordance with applicable law.

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 11, 2022.

Alison Gordon, Board Secretary

Frank Kelaher, Vice-Chairman

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1					
Seconded	~						
Aye			/	1/	1	/	
Nay							
Absent							
Abstain							
Recuse							

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. 291 - Schwing Bioset Pump Replacement
VENDOR:	Spectraserv, Inc.
AMOUNT:	\$147,000
ACCOUNT NO.:	7000/6610

Date: January 11, 2022

Ames Rotundo, Certifying Finance Officer

RESOLUTION

No. 09-2022

Date: January 11, 2022

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO KAMAN AUTOMATION / PHOENIX CONTACT ENGINEERING SERVICES FOR LIFT STATION UPGRADE PROJECT RELATED TO THE FIVE (5) REMOTE SITES AND THE WATER TREATMENT PLANT

WHEREAS, the operation and maintenance of an effective and efficient wastewater treatment system is the responsibility of the Northwest Bergen County Utilities Authority (the "Authority") on behalf of its member communities and is essential to ensuring the health, safety and welfare of member communities who depend on such a system; and

WHEREAS, said provision of goods or services for the support or maintenance of proprietary equipment is exempt from public bidding by N.J.S.A. 40A:11-5(1)(i); and

WHEREAS, the Authority provides these essential services within the Authority's sewer district which is comprised of twelve (12) municipalities; and

WHEREAS, Kaman Automation / Phoenix Contact Engineering Services (hereinafter "Kaman/Phoenix") has proposed a proprietary upgrading of the Authority's polling and reporting platforms at five (5) remote sites and the water treatment plant.

WHEREAS, the operation and collection of maintenance data from remote lift systems is an essential requirement for a reliable reporting function for the Authority's water treatment plant; and

WHEREAS, the Authority provides these essential services within the Authority's sewer district to maintain a reliable wastewater treatment system; and

WHEREAS, the Authority's engineers have investigated the implementation of an assembly of mechanisms for gathering inputs including network planning and VPN tunnel designs; and

WHEREAS, there exists the need to engage the services of a specialized firm to provide the design of controller assemblies needed for the inputs, creation of a bill of material components necessary to support the design of the assemblies and the need to provide onsite support of the startup of the system and to train Authority personnel in managing the system; and

RESOLUTION

No. 09-2022

Date: January 11, 2022

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO KAMAN AUTOMATION / PHOENIX CONTACT ENGINEERING SERVICES FOR LIFT STATION UPGRADE PROJECT RELATED TO THE FIVE (5) REMOTE SITES AND THE WATER TREATMENT PLANT

WHEREAS, said design and assembly services are unique and proprietary and as such are recognized as "specialized" as defined in <u>N.J.S.A</u>. 40:11-2(39) and <u>N.J.A.C.</u> §5:34-91 as same may be only provided by a single vendor who is capable of meeting the Authority's needs; and

WHEREAS, the firm of Kaman Automation/Phoenix Contact with offices located at P.O. Box 4100, Harrisburg, Pennsylvania 17111-0100 has designed a proprietary system to provide ethernet connectivity to provide reliable polling and reporting of data for the Authority's water treatment plant and five (5) remote lift stations; and thus, constituting an extraordinary unspecifiable service which is unique to Kaman/Phoenix; and

WHEREAS, Kaman/Phoenix has submitted a proposal dated November 11, 2021, to the Authority to design and implement the ethernet reporting system at the wastewater plant and five (5) remote sites; and

WHEREAS, the cost to perform this work as set forth in Kaman/Phoenix's proposal is the sum \$119,900.00 with optional additional services should the Authority deem necessary; and

WHEREAS, the Authority's Certifying Finance Officer has certified that sufficient funds are available for said contract as evidenced by the Certification of Funds attached; and

NOW THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utility Authority that the toest quoted by Kaman Automation/Phoenix Contact Engineering Services is deemed to be satisfactory; and

BE IT FURTHER RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority that the issuance of a Purchase Order in the sum of \$119,900.00 to Kaman Automation/Phoenix Contact Engineering Services., is hereby approved, ratified, and confirmed, and payment of said sum to Kaman Automation/Phoenix Contact Engineering

RESOLUTION

No. 09-2022

Date: January 11, 2022

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO KAMAN AUTOMATION / PHOENIX CONTACT ENGINEERING SERVICES FOR LIFT STATION UPGRADE PROJECT RELATED TO THE FIVE (5) REMOTE SITES AND THE WATER TREATMENT PLANT

Services., in accordance with the payment schedule set forth in the proposal is hereby authorized and directed.

- 1. Kaman Automation/ Phoenix Contact Engineering Services shall be and is hereby appointed to perform Lift Station Upgrade Project for the Authority, pursuant to and consistent with the terms of the proposal submitted by Kaman/Phoenix to the Authority, for an amount not to exceed the sum of \$119,900.00 without further action by the Authority.
- 2. The Executive Director or his designee shall be and is hereby authorized to execute a proposal, similar in form and substance to the proposal on file at the Authority, by and between the Authority and Kaman/Phoenix memorializing the scope of services and hourly billing rates to be paid for such services as is acceptable to the Authority, as evidenced by the Executive Director's signature thereon.
- 3. The Executive Director or his designee of the Authority is 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; and
- 4. A copy of this Resolution, the proposal retaining Kaman/Phoenix as Consulting Engineer to the Authority and the Purchase Order pursuant to this Resolution, shall be placed on file, and made available for public inspection in the Office of the Executive Director upon execution by Kaman/Phoenix and the Authority.
- 5. The formal action(s) of the Commissioners of Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

BE IT FURTHER RESOLVED that this resolution shall take effect immediately; and

RESOLUTION

No. 09-2022

Date: January 11, 2022

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO KAMAN AUTOMATION / PHOENIX CONTACT ENGINEERING SERVICES FOR LIFT STATION UPGRADE PROJECT RELATED TO THE FIVE (5) REMOTE SITES AND THE WATER TREATMENT PLANT

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 January 11, 2022.

FRANK KELAHER, VICE-CHAIRMAN

ALISON GORDON, SECRETARY

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1					
Seconded	3/						
Aye	1/	./	1	1	1	/	/
Nay		Y	V	-			V
Absent							اسر
Abstain							- V

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:	Phoenix Contact polling and reporting platform at 5 remote site and the WWTP
VENDOR:	Kaman Automation
AMOUNT:	\$119,900
ACCOUNT NO.:	7000/6610

Date: January 11, 2022

James Rotundo, Certifying Finance Officer

RESOLUTION

No. 10-2022

Date: January 11, 2022

AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF WALDWICK

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 Waldwick (the "Borough") had entered into a Shared Services Agreement on January 1, 2020 with a termination date of December 31, 2021 for the Authority to 1) provide monitoring of the Borough's three (3) waste water pump stations once per week on the Wednesday of each week 2) perform repairs, corrective actions as directed by the borough 3) Clean each of the pumping stations twice annually at no additional cost and 4) Support Waldwick catch basin cleaning activities when requested; and

WHEREAS, the Borough has adopted Resolution No. 2022-48 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 two (2) years subject to the terms and conditions set forth in said agreement attached hereto.

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

- 1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Waldwick for a duration of two (2) years to provide the services described in Paragraph 3 above; and
- 2. The Executive Director of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Waldwick annexed hereto and made a part thereof.

RESOLUTION

No. 10-2022

Date: January 11, 2022

AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF WALDWICK

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 11, 2022.

SECRETARY

VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered		1/					
Seconded	1						
Aye	/	1			1/	1/	
Nay							
Absent							
Abstain							
Recuse							