

# **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 Special Meeting scheduled for Wednesday, August 6, 2025 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. The agenda will include but not be limited to commissioner reports, the payment of regular bills, resolutions, and any other items which may come before the board. Formal action will be taken. The agendas will be placed on the Authority website, [nbcua.com](http://nbcua.com), at least 48 hours prior to the meeting.

Northwest Bergen County  
Utilities Authority

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA SPECIAL MEETING August 6, 2025**

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 – June 18, 2025
6. Public Comments (any subject)
7. Consideration for approval of list of Resolutions attached dated August 6, 2025
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**

## **SPECIAL MEETING**

**August 6, 2025**

## **RESOLUTIONS**

- 54-2025 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits – July 2025
- 55-2025 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits – August 2025
- 56-2025 Authorization to Engage the Services of The Neglia Group to Provide the Engineering Professional Services Required for the Ash Pad Improvement Project (Project #1177)
- 57-2025 Authorization to Engage the Services of The Neglia Group to Provide the Engineering Professional Services Required for the Parking Lot Expansion and Site Beautification Project (Project #1178)
- 58-2025 Approve Personnel Actions
- 59-2025 Approval to Increase the Bid Threshold Pursuant to N.J.S.A.40A:11-3 and N.J.A.C.5:34-5.4
- 60-2025 Approval for Providing for the Declaration of Official Intent Under Treasury Regulation Section 1.150-2 to Reimburse Prior Expenditures Related to Various Sewer System Improvements, Including Interceptor System Rehabilitation Phase 2 Program and Sludge Thickener Rehabilitation Improvements
- 61-2025 Approval of the Consulting Engineer Project Reports and Certificates of the Consulting Engineer and Accountant in Connection with Various Sewer Improvements, Including Interceptor System Rehabilitation Phase 2 Program and Sludge Thickener Rehabilitation Improvements
- 62-2025 Authorization to Renew a Shared Services Agreement with The Borough of Midland Park
- 63-2025 Adoption of the Personnel Policies and Procedures Manual
- 64-2025 Authorization to Engage the Services of Acrisure LLC. d/b/a Doyle Alliance Group for Health Insurance Brokerage Services

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2025**

**Date: August 6, 2025**

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**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 June 2025 and Health Benefits and Dental Benefits transfers for July 2025; 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 July 16, 2025

ACCOUNT: Payroll Account  
Net Payroll: \$194,419.07

ACCOUNT: Tax Deposit Account  
Total: \$88,918.58

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$157,820.28

ACCOUNT: Health Benefits Contribution Employee  
Total: \$6,007.86

ACCOUNT: Dental Benefits  
Total Transfer: \$3,806.17

ACCOUNT: PERS and Contributory Insurance  
Total Transfer: \$31,107.16

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2025**

**Date: August 6, 2025**

---

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

ACCOUNT: Operating Account  
Total: \$643,409.15

ACCOUNT: General Improvement Account  
Total: \$1,561,785.65

ACCOUNT: Sewer Trust Account  
Total: \$883,895.33

**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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 54-2025**

**Date: August 6, 2025**

---

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

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: August 6, 2025

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 55-2025**

**Date: August 6, 2025**

---

**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 July 2025 and Health Benefits and Dental Benefits transfers for August 2025; 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 August 6, 2025

ACCOUNT: Payroll Account  
Net Payroll: \$191,498.27

ACCOUNT: Tax Deposit Account  
Total: \$85,793.80

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$155,452.83

ACCOUNT: Health Benefits Contribution Employee  
Total: \$6,088.97

ACCOUNT: Dental Benefits  
Total Transfer: \$3,707.66

ACCOUNT: PERS and Contributory Insurance  
Total Transfer: \$31,324.65

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 55-2025**

**Date: August 6, 2025**

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

ACCOUNT: Operating Account  
Total: \$525,958.31

ACCOUNT: General Improvement Account  
Total: \$206,238.78

**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).

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FRANK KELAHER, CHAIRMAN



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 55-2025**

**Date: August 6, 2025**

---

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

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: August 6, 2025

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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## **RESOLUTION**

**No. 56-2025**

**Date: August 6, 2025**

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### **RESOLUTION TO ENGAGE THE SERVICES OF THE NEGLIA GROUP TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE ASH PAD IMPROVEMENT PROJECT (Project #1177)**

**WHEREAS**, the Northwest Bergen County Utilities (the “Authority”) is in the process of assessing and designing improvement to the Authority’s ash pad (hereafter referred to as the “Project”); and

**WHEREAS**, the Authority requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the assessing and developing a design for improvement to the existing ash pad; and

**WHEREAS**, by Resolution No. 09-2025, the Northwest Bergen County Utilities Authority (the “Authority”) identified a number of firms including Neglia Group as qualified to perform engineering services required by the Authority pursuant to a Request for Qualifications for such position; and

**WHEREAS**, Neglia Group has developed a proposal (dated June 6, 2025) to perform these services and other ancillary services at hourly rates, and at a cost not to exceed \$17,900.00; and

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

1. The Chairman or the Executive Director of the Authority is authorized to execute an agreement with Neglia Group to provide engineering and professional services required for the Ash Pad Improvement Project, at a cost not to exceed \$17,900.00. (Project #1177)
2. The Executive Director of the Authority or his designee 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 this resolution.
3. The Secretary is directed to cause notice to be published as required by law; and
4. 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.
5. The formal action(s) of the Commissioners of the Northwest Bergen County Utilities

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 56-2025**

**Date: August 6, 2025**

---

**RESOLUTION TO ENGAGE THE SERVICES OF THE NEGLIA GROUP TO  
PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE  
ASH PAD IMPROVEMENT PROJECT (Project #1177)**

Authority embodied herein are expressly contingent upon and subject to the provisions  
of N.J.S.A. 40:14B-14(b).

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FRANK KELAHER, CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

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DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

DATE: August 6, 2025

**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:**      Ash Pad Improvement Project (Project#1177)

**VENDOR:**        Neglia Group

**AMOUNT:**        \$17,900.00

**ACCOUNT NO.:**   06-215-00-000-6610

Date: August 6, 2025

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Robert Laux, Certifying Finance Officer

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

**No. 57-2025**

**Date: August 6, 2025**

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**RESOLUTION TO ENGAGE THE SERVICES OF NEGLIA GROUP TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PARKING LOT EXPANSION AND SITE BEAUTIFICATION PROJECT. (Project #1178)**

**WHEREAS**, the Northwest Bergen County Utilities (the “Authority”) is in the process of assessing and designing the expansion of the Authority’s parking lot and site beautification (hereafter referred to as the “Project”); and

**WHEREAS**, the Authority requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the assessing and developing a design for the expansion of the Authority’s parking lot and site beautification; and

**WHEREAS**, by Resolution No. 09-2025, the Northwest Bergen County Utilities Authority (the “Authority”) identified several firms including Neglia Group as qualified to perform engineering services required by the Authority pursuant to a Request for Qualifications for such position; and

**WHEREAS**, Neglia Group has developed a proposal (dated June 6, 2025) to perform these services and other ancillary services at hourly rates, and at a cost not to exceed \$89,000.00; and

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

1. The Chairman or the Executive Director of the Authority is authorized to execute an agreement with Neglia Group to provide engineering and professional services required for the Parking lot expansion and site beautification project, at a cost not to exceed \$89,000.00. (Project #1177)
2. The Executive Director of the Authority or his designee 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 this resolution.
3. The Secretary is directed to cause notice to be published as required by law; and
4. 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.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 57-2025**

**Date: August 6, 2025**

---

**RESOLUTION TO ENGAGE THE SERVICES OF NEGLIA GROUP TO PROVIDE  
THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PARKING  
LOT EXPANSION AND SITE BEAUTIFICATION PROJECT. (Project #1178)**

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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 57-2025**

**Date: August 6, 2025**

---

**RESOLUTION TO ENGAGE THE SERVICES OF NEGLIA GROUP TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PARKING LOT EXPANSION AND SITE BEAUTIFICATION PROJECT. (Project #1178)**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

DATE: August 6, 2025

**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:**      Parking Lot Expansion and Site Beautification Project (Project #1178)

**VENDOR:**        Neglia Group

**AMOUNT:**        \$89,000.00

**ACCOUNT NO.:**    06-215-00-000-6610

Date: August 6, 2025

\_\_\_\_\_  
Robert Laux, Certifying Finance Officer



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 58-2025**

**Date: August 6, 2025**

**APPROVE PERSONNEL ACTIONS**

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

**WHEREAS**, it has been recommended by the Executive Director and Superintendent of the Northwest Bergen County Utilities Authority that Devon Bandini be employed as an Operations and Maintenance Helper effective July 21, 2025 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 Devon Bandini be employed as an Operations and Maintenance Helper effective July 21, 2025 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	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 August 6, 2025.

**DOUGLAS M. BERN, ESQ.**  
**ASSISTANT SECRETARY**  
**DATE: August 6, 2025**

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 59-2025**

**Date: August 6, 2025**

---

**RESOLUTION INCREASING THE BID THRESHOLD  
PURSUANT TO N.J.S.A.40A:11-3 AND N.J.A.C.5:34-5.4**

**WHEREAS**, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold from \$44,000 to \$53,000 effective July 1, 2025; and

**WHEREAS**, the quotation threshold for local units with Qualified Purchasing Agents, is fifteen percent (15%) of the bid threshold, which increases the new quotation threshold from \$6,500 to \$7,950; and

**WHEREAS**, N.J.S.A. 40A:11-3 permits an increase in the bid threshold if a qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, Erick Martinez was appointed on December 18, 2025 by Resolution No. 95-2024 as the Qualified Purchasing Agent for the Authority; and

**WHEREAS**, the Northwest Bergen County Utilities Authority desires to take advantage of the increased bid threshold.

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

1. The governing body of the Northwest Bergen County Utilities Authority, in the County of Bergen, in the State of New Jersey hereby increases its bid threshold to \$53,000 and the Quote threshold to \$7,950 effective July 1, 2025; and
2. The local unit Secretary is hereby authorized and directed to forward a certified copy of this Resolution to the Director of the Division of Local Government Services.
3. 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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 59-2025**

**Date: August 6, 2025**

---

**RESOLUTION INCREASING THE BID THRESHOLD  
PURSUANT TO N.J.S.A.40A:11-3 AND N.J.A.C.5:34-5.4**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.

ASSISTANT SECRETARY

DATE: August 6, 2025

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

---

## RESOLUTION

**No. 60-2025**

**Date: August 6, 2025**

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### RESOLUTION PROVIDING FOR THE DECLARATION OF OFFICIAL INTENT UNDER TREASURY REGULATION SECTION 1.150-2 TO REIMBURSE PRIOR EXPENDITURES RELATED TO VARIOUS SEWER SYSTEM IMPROVEMENTS, INCLUDING INTERCEPTOR SYSTEM REHABILITATION PHASE 2 PROGRAM AND SLUDGE THICKENER REHABILITATION IMPROVEMENTS

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) intends to issue debt obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”) and that will be used to finance various sewer improvements, including (a) Interceptor System Rehabilitation Phase 2 Program improvements (Project No. S340700-21) and (b) Sludge Thickener Rehabilitation improvements (Project No. S340700-22) (the debt obligations herein referred to as “Project Debt Obligations” herein referred to as the “Project”);

**WHEREAS**, the Authority intends to finance the Project, in part, with the Project Debt Obligations but may pay for certain costs of the Project (“Project Costs”) prior to the issuance of the Project Debt Obligations with funds of the Authority which are not borrowed funds;

**WHEREAS**, the Authority desires to preserve its rights to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid by the Authority prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141-150 of the Code.

**NOW THEREFORE, BE IT RESOLVED** by the governing body of the Authority as follows:

**Section 1.** The Authority reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations.

**Section 2.** This resolution is intended to be and hereby is a declaration of the Authority’s official intent to reimburse the Authority for expenditure of Project Costs by the Authority paid prior to the issuance of the Project Debt Obligations with the proceeds of the Project Debt Obligations, in accordance with Treasury Regulation Section 150-2.

**Section 3.** The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$10,250,000.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 60-2025**

**Date: August 6, 2025**

---

**RESOLUTION PROVIDING FOR THE DECLARATION OF OFFICIAL INTENT UNDER  
TREASURY REGULATION SECTION 1.150-2 TO REIMBURSE PRIOR EXPENDITURES  
RELATED TO VARIOUS SEWER SYSTEM IMPROVEMENTS, INCLUDING  
INTERCEPTOR SYSTEM REHABILITATION PHASE 2 PROGRAM AND SLUDGE  
THICKENER REHABILITATION IMPROVEMENTS**

**Section 4.** The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be “capital expenditures” in accordance with the meaning of Section 150 of the Code.

**Section 5.** No reimbursement allocation will employ an “abusive arbitrage device” under Treasury Regulation Section 1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147 of the Code. The proceeds of the Project Debt Obligations used to reimburse the Authority for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of “replacement proceeds”, including “sinking funds”, “pledged funds”, or funds subject to a “negative pledge” (as such terms are defined in Treasury Regulation Section 1.148-1) of the Project Debt Obligations or another issue of debt obligations of the Authority, other than amounts deposited into a “bona fide debt service fund” (as defined in Treasury Regulation Section 1.148-1).

**Section 6.** All reimbursement allocations will occur not later than 18 months after the later of: (i) the date the expenditure from a source other than the Project Debt Obligations is paid; or (ii) the date the Project is “placed in service” (within the meaning of Treasury Regulation Section 1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

**Section 7.** This resolution will take effect immediately.

**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. 60-2025**

**Date: August 6, 2025**

---

**RESOLUTION PROVIDING FOR THE DECLARATION OF OFFICIAL INTENT UNDER  
TREASURY REGULATION SECTION 1.150-2 TO REIMBURSE PRIOR EXPENDITURES  
RELATED TO VARIOUS SEWER SYSTEM IMPROVEMENTS, INCLUDING  
INTERCEPTOR SYSTEM REHABILITATION PHASE 2 PROGRAM AND SLUDGE  
THICKENER REHABILITATION IMPROVEMENTS**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	Tombalakian	Virk	Kelahe	
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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: August 6, 2025

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 61-2025**

**Date: August 6, 2025**

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**RESOLUTION OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
APPROVING THE CONSULTING ENGINEER PROJECT REPORTS AND  
CERTIFICATES OF THE CONSULTING ENGINEER AND ACCOUNTANT IN  
CONNECTION WITH VARIOUS SEWER IMPROVEMENTS, INCLUDING  
INTERCEPTOR SYSTEM REHABILITATION PHASE 2 PROGRAM AND SLUDGE  
THICKENER REHABILITATION IMPROVEMENTS.**

WHEREAS, THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY (the “Authority”) has reviewed the project reports prepared by its consulting engineer and certificates prepared by its consulting engineer and auditor in connection with various sewer improvements, including (a) Interceptor System Rehabilitation Phase 2 Program improvements (Project No. S340700-21) and (b) Sludge Thickener Rehabilitation improvements (Project No. S340700-22); and

NOW, THEREFORE, BE IT RESOLVED BY THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY, as follows:

Section 1. The Authority hereby approves the project reports prepared by its consulting engineer and certificates prepared by its consulting engineer and auditor in connection with various sewer improvements, including (a) Interceptor System Rehabilitation Phase 2 Program improvements (Project No. S340700-21) and (b) Sludge Thickener Rehabilitation improvements (Project No. S340700-22).

Section 2. This resolution shall take effect immediately.

**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. 61-2025**

**Date: August 6, 2025**

---

**RESOLUTION OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY  
APPROVING THE CONSULTING ENGINEER PROJECT REPORTS AND  
CERTIFICATES OF THE CONSULTING ENGINEER AND ACCOUNTANT IN  
CONNECTION WITH VARIOUS SEWER IMPROVEMENTS, INCLUDING  
INTERCEPTOR SYSTEM REHABILITATION PHASE 2 PROGRAM AND SLUDGE  
THICKENER REHABILITATION IMPROVEMENTS.**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: August 6, 2025



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 62-2025**

**Date: August 6, 2025**

---

**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, 2024 for a duration of one (1) year with a termination date of October 10, 2025 for the Authority to act as the New Jersey Licensed Operator for the Borough; and

**WHEREAS**, the Borough has adopted its Resolution No. 007-2025 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.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 62-2025**

**Date: August 6, 2025**

---

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

**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, 2025 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.

**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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 62-2025**

**Date: August 6, 2025**

---

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

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

---

DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY

DATE: August 6, 2025

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

**No. 63-2025**

**Date: August 6, 2025**

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### ADOPTION OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL

**WHEREAS**, it is the policy of the Northwest Bergen County Utilities Authority (hereinafter referred to as the “Authority”) to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

**WHEREAS**, this manual is intended to provide guidelines covering public service by Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Authority.

**WHEREAS**, the Authority has determined that there is a need for a policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

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

1. The Personnel Policies and Procedures Manual book attached hereto is hereby adopted.
2. These personnel policies and procedures shall apply to all Authority officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

**No. 63-2025**

**Date: August 6, 2025**

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### ADOPTION OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL

or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

3. This manual is intended to provide guidelines covering public service by Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Authority.
4. To the maximum extent permitted by law, employment practices for the Authority shall operate under the legal doctrine known as “employment at will.”
5. The Executive Director and all managerial/supervisory personnel are responsible for these employment practices. The Human Resources Officer and the Authority’s Labor Counsel shall assist the Executive Director in the implementation of the policies and procedures in this manual.

**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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 63-2025**

**Date: August 6, 2025**

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**ADOPTION OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL**

**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 August 6, 2025.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY  
DATE: AUGUST 6, 2025

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

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## RESOLUTION

No. 64-2025

Date: August 6, 2025

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### RESOLUTION TO ENGAGE THE SERVICES OF ACRISURE LLC. D/B/A/DOYLE ALLIANCE GROUP FOR HEALTH INSURANCE BROKERAGE SERVICES

**WHEREAS**, there exists the need for the Northwest Bergen County Utilities Authority (the “Authority”) to engage a qualified firm to provide health related employee benefit consultation and brokerage services (“**Health Insurance Brokerage Services**”) to the Authority for the twelve (12) month period commencing August 6, 2025 and terminating August 5, 2026; and

**WHEREAS**, DAG has submitted a written proposal to the Authority dated August 5, 2025 which proposes for DAG to provide health related employee benefit consultation and brokerage services to the Authority upon the terms, conditions and fees as set forth in the contract and in accordance with the proposal and as described in the proposal on file at the Authority offices; and

**WHEREAS**, the cost to perform, and the compensation to be paid by the Authority to **DAG**, for the **Health Insurance Brokerage Services** as is proposed by **DAG** is based upon a monthly flat fee of \$2,500, (not to exceed \$30,000 annually) fully set forth in the Proposal submitted by **DAG** to the Authority which is on file at the Authority offices and made a part hereof; and

**WHEREAS**, the Authority desires to appoint and retain **DAG** to provide **Health Insurance Brokerage Services** to the Authority for twelve (12) month term, commencing August 6, 2025 and terminating August 5, 2026, until a successor is appointed, or at the pleasure of the Authority, whichever shall first occur or be exercised, respectively; and

**WHEREAS**, the Authority proposes to enter into a contract with **DAG** memorializing the scope of **Health Insurance Brokerage Services** to be performed by **DAG** and the compensation to be paid to **DAG** for the providing of said services; and

**WHEREAS**, the Board of Commissioners of the Authority adopted Resolution 07-2025, on January 15, 2025, determining that **DAG** is competent, qualified and experienced to provide **Health Insurance Brokerage Services** to the Authority; and

**WHEREAS**, the Authority Commissioners have determined on the basis of the foregoing, that it is necessary for its efficient operation to retain the services of **DAG** to provide these **Health Insurance Brokerage Services** to the Authority; and

**WHEREAS**, N.J.S.A. 40A:11-5 (1)(m) authorizes and permits the procurement of **Health Insurance Brokerage Services** without competitive bidding, as said services are in the nature of an “extraordinary unspecifiable service”; and

# NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

## RESOLUTION

No. 64-2025

Date: August 6, 2025

### RESOLUTION TO ENGAGE THE SERVICES OF ACRISURE LLC, D/B/A/DOYLE ALLIANCE GROUP FOR HEALTH INSURANCE BROKERAGE SERVICES

**WHEREAS, Health Insurance Brokerage Services** are recognized as “extraordinary unspecifiable services” as said services are specialized and qualified in nature, requiring expertise, extensive training and proven reputation in the field of endeavor, pursuant to and in accordance with N.J.S.A. 40A:11-2(7); and

**WHEREAS**, pursuant to and in accordance with N.J.A.C. 5:34-2.3, the Authority’s Executive Director has provided the Authority’s Commissioners with a Certification, dated August 5, 2025 describing the nature of the work to be done, stating that it is not reasonably possible to draft specifications, and describing why the contract satisfies the Statutory and Administrative Code requirements for extraordinary unspecifiable services pursuant to N.J.S.A. 40A:11-5 (1)(m); and

**WHEREAS, N.J.S.A. 40A:11-1 et seq.** requires that the resolution authorizing the award of a contract for extraordinary unspecifiable services without public bidding and the contract itself be available for public inspection; and

**WHEREAS**, the Chief Financial Officer of the Authority has certified that funds are available for this purpose.

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

1. Based upon the review of the Authority’s Management Consultant and Executive Director, with the concurrence of the Qualified Purchasing Agent, a contract to provide **Health Insurance Brokerage Services** to the Authority for a twelve (12) month period, commencing August 6, 2025 and terminating August 5, 2026, until a successor is appointed, or at the pleasure of the Authority whichever shall first occur or be exercised, respectively, shall be and is hereby awarded to **ACRISURE LLC, d/b/a Doyle Alliance Group**, MetroTop Plaza II, 11 Wood Ave S, Suite 400 Iselin NJ, 08830.

2. The Chairman or Executive Director shall be and is hereby authorized to execute a contract with **ACRISURE LLC, d/b/a Doyle Alliance Group** memorializing the scope of **Health Insurance Brokerage Services** to be provided by **ACRISURE LLC, d/b/a Doyle Alliance Group** to the Authority and the compensation to be paid by the Authority to **ACRISURE LLC, d/b/a Doyle Alliance Group** therefore, consistent with the Proposal submitted by **ACRISURE LLC, d/b/a Doyle Alliance Group** to the Authority, in such final form as is acceptable to the Authority, as evidenced by the signature of the Chairman or Executive Director thereon.

3. A copy of this Resolution and the contract retaining **ACRISURE LLC, d/b/a Doyle Alliance Group** to provide **Health Insurance Brokerage Services** to the Authority shall be placed on



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

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**RESOLUTION**

**No. 64-2025**

**Date: August 6, 2025**

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**RESOLUTION TO ENGAGE THE SERVICES OF ACRISURE LLC, D/B/A/DOYLE  
ALLIANCE GROUP FOR HEALTH INSURANCE BROKERAGE SERVICES**

file and made available for public inspection in the Office of the Executive Director, upon execution by **ACRISURE LLC, d/b/a Doyle Alliance Group** and the Authority.

4. The Chief Financial Officer's Certification that funds are available shall be maintained on file at the Authority and made a part hereof.

5. A notice of this contract award shall be published in the form prescribed by law.

6. 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).

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FRANK KELAHER, CHAIRMAN

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 64-2025**

**Date: August 6, 2025**

---

**RESOLUTION TO ENGAGE THE SERVICES OF ACRISURE LLC. D/B/A/DOYLE  
ALLIANCE GROUP FOR HEALTH INSURANCE BROKERAGE SERVICES**

**RECORDED VOTE:**

	Bonagura	Biale	Jordan	Lo Iacono	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 August 6, 2025.

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DOUGLAS M. BERN, ESQ.  
ASSISTANT SECRETARY  
DATE: August 6, 2025

**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:**        Health Brokerage Services

**VENDOR:**        Acrisure LLC d/b/a Doyle Alliance Group

**AMOUNT:**        \$2,500/month (not to exceed \$30,000 annually)

**ACCOUNT NO.:**    01-201-01-300-005

Date: August 6, 2025

\_\_\_\_\_  
Robert Laux, Certifying Finance Officer