

**BERGEN COUNTY UTILITIES AUTHORITY  
MINUTES OF THE REGULAR MEETING  
APRIL 25, 2013**

**In the matter of the 412<sup>TH</sup> Regular Meeting of  
The Bergen County Utilities Authority**

1. The **proof of meeting notice** calling the April 25, 2013 meeting was read into the record by Richard Wierer, Acting Secretary.

2. Roll Call:

**COMMISSIONERS PRESENT:**

Andrew "Chuck" Vaccaro, Chairman  
Ronald Phillips, Vice Chairman  
Catherine T. Bentz, Commissioner  
James L. Cassella, Commissioner  
Louis J. DeLisio, Commissioner  
Paul A. Juliano, Commissioner  
David J. Lorenzo, Commissioner  
Richard D. Schooler, Commissioner  
George P. Zilocchi, Commissioner

**ALSO PRESENT:** Robert E. Laux, Executive Director  
Richard D. Wierer, Deputy Executive Director  
Authority Staff and Professional Consultants

3. Chairman Vaccaro led the Commissioners and others present in the salute to the flag.
4. Motion that the Minutes covering the March 28, 2013 Work Session be approved was moved by Commissioner Schooler and seconded by Commissioner Zilocchi and was carried.
5. Chairman Vaccaro opened the meeting to the public and asked if anyone present wished to be heard. Hearing no further response, the meeting was closed to the public.
6. FINANCE AND LEGAL COMMITTEE;

Resolution 13-1-022 – Approve bills and the claims supported by vouchers totaling \$ 3,646,887.91 and authorize the Chief Financial Officer to issue the necessary checks therefor, and to charge the accounts indicated, all as more fully set forth on the Chief Financial Officer's check list. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner DeLisio. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-023 – Resolution for Qualification of firms for Public Relations Consultant pursuant to N.J.S.A. 19:44A-20 et seq. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner DeLisio. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-024 – Authorize performance of specified financial services to Oritani Bank on behalf of the Authority. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner DeLisio. A roll call was taken and the resolution was adopted as reflected in these minutes.

7. CONSTRUCTION & ENGINEERING COMMITTEE:

Resolution 13-2-035 – Resolution to Award Contract No. 13-04 to ADS for Cooperative Marketing for Solid Waste Disposal Three Years with Two (2) One-Year Options. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Lorenzo. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-036 – Resolution to Award Contract No. 13-15 to Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems for Furnishing and Delivering Jenbacher Service and Parts (2 Year). Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Lorenzo. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-037 - Resolution to Award Contract No. 91838-13 to JWC Environmental, LLC for Furnishing and Delivering Muffin Monster Model 40002-0032-G1. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Lorenzo. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-038 - Resolution to Authorize Executive Director to Negotiate and Enter Into Agreements with Bergen County Municipalities to Participate in the Cooperative Marketing for Solid Waste Disposal Program. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Lorenzo. A roll call was taken and the resolution was adopted as reflected in these minutes.

8. Chairman Vaccaro announced a short recess to allow time for the Acting Secretary to prepare minutes of this Regular Meeting.

9. Chairman Vaccaro announced the Regular Meeting would reconvene.
10. The Acting Secretary then distributed proposed minutes of the April Regular Meeting for review by the Commissioners.
11. Move to approve the Minutes of the Regular Meeting of April 25, 2013 as distributed by the Acting Secretary, such minutes to include this motion approving the minutes, without the requirement of further review or approval at a subsequent Regular Meeting. Motion to adopt the Minutes of the Regular Meeting of April 25, 2013 was made by Chairman Lorenzo and second by Commissioner Cassella and was unanimously carried.
12. Chairman Vaccaro distributed the committee assignments to the Commissioners.
13. Upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

BERGEN COUNTY UTILITIES AUTHORITY  
 Minutes of the Regular Meeting  
 April 25, 2013

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Resolution #	13-1-022	13-1-023	13-1-024
Chairman Vaccaro	Y	Y	Y
Comm. Phillips	Y	Y	Y
Comm. Bentz	Y	Y	Y
Comm. Cassella	Y	Y	Y
Comm. DeLisio	Y	Y	Y
Comm. Juliano	R	Y	Y
Comm. Lorenzo	Y	Y	Y
Comm. Schooler	Y	Y	Y
Comm. Zilocchi	Y	Y	Y

Resolution #	13-2-035	13-2-036	13-2-037	13-2-038
Chairman Vaccaro	Y	Y	Y	Y
Comm. Phillips	Y	Y	Y	Y
Comm. Bentz	Y	Y	Y	Y
Comm. Cassella	Y	Y	Y	Y
Comm. DeLisio	Y	Y	Y	Y
Comm. Juliano	R	Y	Y	Y
Comm. Lorenzo	Y	Y	Y	Y
Comm. Schooler	Y	Y	Y	Y
Comm. Zilocchi	Y	Y	Y	Y

Y = Yes      A = Abstain      R = Recuse      N = No      - = Absent

Respectfully submitted,



Richard Wierer  
 Acting Secretary

April 25, 2013

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, the Authority has followed the fair and open process pursuant to N.J.S.A. 19:44A-20 et seq. for receiving Requests for Qualifications; and

**WHEREAS**, the Authority issued a Request For Qualifications for Public Relations Consultant in accordance with the requirements of N.J.S.A. 19:44A-20, et. seq.; on March 21, 2013 and,

**WHEREAS**, the Authority received and opened Qualifications for the above listed positions on **April 3, 2013**; and

**WHEREAS**, pursuant to the Request For Qualifications, the Authority's Review Team conducted a review of the responses received and recommends that the firms listed below be deemed qualified for the following position; and

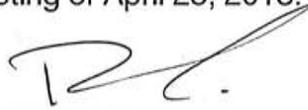
**WHEREAS**, the Authority's Finance & Legal Committee recommends that the firms listed below be deemed qualified for the following position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Bergen County Utilities Authority that the following firms are hereby qualified to render services on behalf of the Authority for the year of 2013:

**Public Relations Consultant**  
Catania Consulting Group, Inc.  
CBAR, LLC

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

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.



Richard Wierer  
Acting Secretary

**Dated: April 25, 2013**

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, on prior occasion, the Authority adopted a Cash Management Program, as authorized and permitted by N.J.S.A. 40A:5-14; and

**WHEREAS**, pursuant to the aforesaid statute and Cash Management Program adopted by the Authority, the Authority's Chief Financial Officer is authorized to undertake and implement certain financial actions relating to the Authority's Cash Management Program; and

**WHEREAS**, on prior occasion, the Authority solicited responses to its Banking Services Proposal dated February 26, 2013, for the performance of enumerated financial services on the Authority's behalf; and

**WHEREAS**, the Authority's Chief Financial Officer has recommended that **Oritani Bank** be designated to perform enumerated financial services on behalf of the Authority, as set forth in the Authority's Banking Services Proposal dated February 26, 2013, pursuant to a schedule of fees, rates and charges, submitted by **Oritani Bank** to the Authority dated March 11, 2013; and

**WHEREAS**, the Authority deems it essential for its efficient operations to engage the services of **Oritani Bank**, to perform enumerated financial services on behalf of the Authority, as set forth in the Authority's solicitation for same, dated February 26, 2013, for a period of three (3) years commencing May 1, 2013, in accordance with **Oritani Bank's** schedule of fees, rates and/or charges, dated March 11, 2013; and

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

1. **Oritani Bank** shall be and is hereby designated to perform enumerated financial services on behalf of the Authority, as set forth in the Authority's Banking Services Proposal dated February 26, 2013, pursuant to a schedule of fees, rates and charges, submitted by **Oritani Bank** to the Authority dated March 11, 2013.

2. The formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.



Richard Wierer  
Acting Secretary

**Dated: April 25, 2013**

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

1. **ADS Solid Waste of N.J., Inc.** shall be and is hereby determined to be the lowest responsible bidder for **Cooperative Marketing for Solid Waste Disposal (Three Years)**, constituting **Contract No.13-04** for a Three (3) year period for a total unit cost of **\$64.85** per ton including the \$3.00 recycling tax, pursuant to the contract and specifications contained in the solicitation of bids; and
2. The correspondence among the BCUA, ADS and IWS, and Waste Management is incorporated into this resolution as if fully set forth herein.
3. The Chairman is hereby authorized to execute an agreement with **ADS Solid Waste of N.J., Inc. of 27-33 Iowa Ave. Paterson, NJ 07503** for **Cooperative Marketing for Solid Waste Disposal (Three Years)**, constituting **Contract No.13-04** for a total unit cost of **\$64.85** per ton including the \$3.00 recycling tax.
4. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1, et seq.
5. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.
6. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.



Richard Wierer  
Acting Secretary

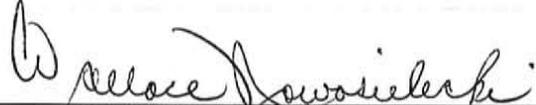
**Dated: April 25, 2013**

BERGEN COUNTY UTILITIES AUTHORITY  
CERTIFICATE OF FUNDS

RESOLUTION DATE: 04/25/2013  
RESOLUTION #: 13-2-035

THIS IS TO CERTIFY TO THE COMMISSIONERS OF THE BERGEN COUNTY UTILITIES  
AUTHORITY THAT THERE ARE:

FUNDS AVAILABLE	<u>FUNDS WILL BE CERTIFIED WHEN THE PURCHASE ORDERS ARE ISSUED</u>
FUNDS ARE NOT AVAILABLE	<u> </u>
BUDGET ACCOUNT	<u>S-640-80900-000</u>
VENDOR	<u>ADS SOLID WASTE OF N.J., INC.</u>
CONTRACT NUMBER	<u>C 13-04</u>
REASON	<u>COOPERATIVE MARKETING FOR SOLID WASTE DISPOSAL</u>
AMOUNT	<u>\$64.85 PER TON FOR THE 1ST YEAR \$69.00 PER TON FOR THE 2ND YEAR \$70.95 PER TON FOR THE 3RD YEAR</u>
CONTRACT LENGTH	<u>JUNE 1, 2013 - MAY 31, 2016</u>

  
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TREASURER/CFO

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, on March 21, 2013 the Bergen County Utilities Authority ("Authority") solicited bids for BCUA Contract No. 13-04, a contract for cooperative marketing for solid waste disposal ("Contract"); and

**WHEREAS**, the solicitation of bid was conducted in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

**WHEREAS**, the BCUA received three bids for the Contract, in order from lowest to highest: (1) ADS Solid Waste of NJ ("ADS"); (2) Interstate Waste Services ("IWS"); and (3) Waste Management; and

Vendor	Tons Per Day	Cost Per Ton With Tax for Period 1 for Three Years	Cost Per Ton With Tax for Period 2 (1) Year Option	Cost Per Ton With Tax for Period 3 (1) Year Option
ADS Solid Waste of N.J., Inc. Paterson, NJ	720	\$64.85/T	\$69.00/T	\$70.95/T
Interstate Waste Services Transfer Systems of NJ, Inc. Garfield, NJ	400 320	\$68.85/T	\$71.85/T	\$72.35/T
Waste Management of NJ, Inc. Ewing, NJ	450 350 50	\$69.77/T	\$74.00/T	\$75.50/T

**WHEREAS**, on April 17, 2013 Waste Management lodged a bid protest with the BCUA on the ground that ADS' and IWS' bid responses purportedly contained only a conditional consent of surety, contrary to the bid specifications and N.J.S.A. 40:11-22; and

**WHEREAS**, on April 19, 2013 the BCUA (through counsel) requested clarification from ADS and IWS on the specific question of whether: "at the time ADS's and IWS's responses were submitted, had RLI [the surety company] guaranteed to execute the bond or bonds as required..., as stated in the consent of surety?"; and

**WHEREAS**, on April 22, 2013, ADS and IWS responded "yes" to this specific question; and

**WHEREAS**, the BCUA accepts ADS' and IWS' clarification and representation on the consent of surety contained in their bid responses; and

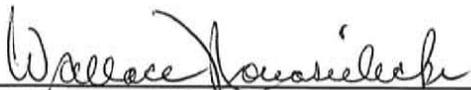
**WHEREAS**, the actual consent of surety submitted by ADS and IWS is no different than Waste Management's, with the clarification being required due to an ambiguity in another document in ADS' and IWS' bid responses; and

BERGEN COUNTY UTILITIES AUTHORITY  
CERTIFICATE OF FUNDS

RESOLUTION DATE: 04/25/2013  
RESOLUTION #: 13-2-036

THIS IS TO CERTIFY TO THE COMMISSIONERS OF THE BERGEN COUNTY UTILITIES  
AUTHORITY THAT THERE ARE:

FUNDS AVAILABLE	<u>FUNDS WILL BE CERTIFIED WHEN THE PURCHASE ORDERS ARE ISSUED</u>
FUNDS ARE NOT AVAILABLE	<u> </u>
BUDGET ACCOUNT	<u>W-550-62450-000</u>
VENDOR	<u>PENN DETROIT DIESEL ALLISON, LLC</u>
CONTRACT NUMBER	<u>C 13-15</u>
REASON	<u>FURNISH JENBACHER SERVICE AND PARTS</u>
AMOUNT	<u>\$1,561,913.97</u>
CONTRACT LENGTH	<u>MAY 2013 - APRIL 2015</u>

  
\_\_\_\_\_  
TREASURER/CFO

13-2-036

3. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1, et seq.
4. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.
5. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.



Richard Wierer  
Acting Secretary

**Dated: April 25, 2013**

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, on prior occasion, upon advertisement and pursuant to specifications, the Authority solicited bid proposals to **Furnish and Deliver Jenbacher Service and Parts (Two Years)**, pursuant to and in accordance with **Contract No. 13-15**; and

**WHEREAS**, the following bid proposals were received by the Authority on **April 16, 2013** for **Contract No.13-15**:

Vendor	Total Amount Bid for Two Years	Notes
Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems Philadelphia, PA 19136	\$1,561,913.97	
Foley, Incorporated Piscataway, NJ 08855	NO BID	

**WHEREAS**, the Authority's **Chief Engineer/Director of Water Pollution Control** has reviewed the bid proposals and has recommended that **Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems** be awarded **Contract No. 13-15** in accordance with N.J.S.A. 40:11-4, as the lowest complying and responsible bidder; and

**WHEREAS**, on the basis of the foregoing, the Authority has determined that **Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems** constitutes the lowest complying and responsible bidder for **Contract No.13-15**, in accordance with N.J.S.A. 40A:11-4; and

**WHEREAS**, publicly bid contracts are in compliance with the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the award of this Contract is necessary for the efficient operation of the Authority; and

**WHEREAS**, the Authority's Chief Financial Officer has certified that funds are available for this purpose; and

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

1. **Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems** shall be and is hereby determined to be the lowest complying and responsible bidder to **Furnish and Deliver Jenbacher Service and Parts (Two Years)**, constituting **Contract No.13-15** for a Two (2) year period for a total of **\$1,561,913.97**.
2. The Chairman is hereby authorized to execute an agreement with **Penn Detroit Diesel Allison, LLC. D/B/A Northeast Energy Systems of 8330 State Road, Philadelphia, PA 19136** to **Furnish and Deliver Jenbacher Service and Parts (Two Years)**, constituting **Contract No.13-15** for a total of **\$1,561,913.97**.

BERGEN COUNTY UTILITIES AUTHORITY  
CERTIFICATE OF FUNDS

RESOLUTION DATE: 04/25/2013  
RESOLUTION #: 13-2-037

THIS IS TO CERTIFY TO THE COMMISSIONERS OF THE BERGEN COUNTY UTILITIES  
AUTHORITY THAT THERE ARE:

FUNDS AVAILABLE X  
\_\_\_\_\_

FUNDS ARE NOT AVAILABLE  
\_\_\_\_\_

BUDGET ACCOUNT W-220-52400-000  
\_\_\_\_\_

VENDOR JWC ENVIRONMENTAL, LLC  
\_\_\_\_\_

CONTRACT NUMBER REQ. 91838-13  
\_\_\_\_\_

REASON FURNISH MUFFIN MONSTER  
MODEL #40002-0032-G1

AMOUNT \$27,691.00  
\_\_\_\_\_

CONTRACT LENGTH MAY 2013 - APRIL 2014  
\_\_\_\_\_

  
\_\_\_\_\_  
TREASURER/CFO

2. The Executive Director shall be and he is hereby authorized to execute an agreement with **JWC Environmental, LLC.** of **4485 Commerce Drive, Suite 109, Buford, GA 30518** to **Furnish and Deliver Muffin Monster Model # 40002-0032-G1**, constituting **Requisition No. 91838-13** for the total amount of **\$27,691.00**.

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

4. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.



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Richard Wierer  
Acting Secretary

**Dated: April 25, 2013**

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, on prior occasion, upon advertisement on the Authority's website and pursuant to specifications, the Authority solicited proposals to **Furnish and Deliver Muffin Monster Model # 40002-0032-G1**, pursuant to and in accordance with **Requisition No. 91838-13**, and

**WHEREAS**, the following proposal was received by the Authority on March 28, 2013:

<u>Vendor</u>	<u>Total Amount Bid</u>
JWC Environmental, LLC. Buford, GA 30518	\$27,691.00

**WHEREAS**, this procurement item is below the Authority's bid threshold of \$36,000.00; and

**WHEREAS**, this contract has been solicited through a fair and open process and it was publicly advertised and opened pursuant to N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Authority's Qualified Purchasing Agent has reviewed the proposal and has recommended that **JWC Environmental, LLC.** should be awarded **Requisition No.91838-13**, as the lowest complying and responsible vendor, as defined under N.J.S.A. 40A:11-2 and allowable under the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, on the basis of the foregoing, the Authority has determined that the proposal from **JWC Environmental, LLC.** constitutes the lowest complying and responsible proposal for **Requisition No. 91838-13**, in accordance with N.J.S.A. 40A:11-3 and N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the award of the Contract is necessary for the efficient operation of the Authority; and

**WHEREAS**, the Authority's Chief Financial Officer has certified that funds are available for this purpose; and

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

1. The proposal of JWC Environmental, LLC. in the amount of **\$27,691.00** shall be and is hereby determined to be the lowest complying and responsible proposal to **Furnish and Deliver Muffin Monster Model # 40002-0032-G1** constituting **Requisition No.91838-13**.

**BERGEN COUNTY UTILITIES AUTHORITY  
RESOLUTION**

**WHEREAS**, The New Jersey Interlocal Services Act, N.J.S.A. 40A:65-1 et seq., the Uniform Shared Services and Consolidation Act, ("the Act") authorizes any local unit of the State to enter into an Interlocal Services Agreement with any other local unit(s) for the joint provision within the several jurisdictions of any service which any party to the agreement is empowered to undertake within its own jurisdiction; and

**WHEREAS**, by Resolution dated December 23, 1980, the Board of Chosen Freeholders of the County of Bergen designated the Authority as the agency empowered to supervise the implementation of its Solid Waste Management Plan and to take control and responsibility for various solid waste systems and facilities operated in and by the County of Bergen; and

**WHEREAS**, pursuant to and in accordance with the foregoing, the Authority issued bid specifications for solid waste processing, transport and disposal services under Contract 13-04 and has contracted with several solid waste facilities for the processing and disposal of solid waste generated by participating Bergen County municipalities; and

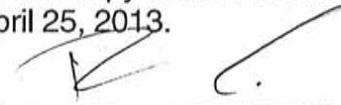
**WHEREAS**, on April 25, 2013, ADS Solid Waste of New Jersey Inc. was awarded Contract 13-04 with the Authority for the acceptance, processing and disposal of municipal solid waste; and

**WHEREAS**, the Commissioners of the Authority have determined, based upon the foregoing, that it is necessary for its efficient operations to enter into an agreement for Cooperative Marketing for Solid Waste Disposal ("Solid Waste Service Agreement") with municipalities wishing to participate therein; and

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

1. The Executive Director shall be and is hereby authorized to execute a Solid Waste Service Agreement with municipalities wishing to participate therein pursuant to the terms of the Act, in substantially the form attached hereto, or in such final form as is acceptable to the Authority, as evidenced by the Chairman's signature thereon, pursuant to the Act.
2. A copy of this Resolution shall be placed on file and made available for public inspection in the Office of the Executive Director, upon execution by the Authority.
3. The formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of April 25, 2013.

  
Richard Wierer  
Acting Secretary

**Dated: April 25, 2013**