

**BERGEN COUNTY UTILITIES AUTHORITY  
WORK SESSION**

**June 27, 2013**

**Monthly Work Session Meeting Minutes**

The meeting was called to order by Chairman Vaccaro at 6:03 PM.

The Proof of Work Session Notice calling the June 27, 2013 Work Session was read into the record by Richard Wierer, Acting Authority Secretary.

**BEFORE:** The Honorable Commissioners of the Authority  
Andrew "Chuck" Vaccaro, Chairman  
Ronald Phillips, Vice Chairman  
Catherine T. Bentz, Commissioner  
James L. Cassella, Commissioner  
Louis J. DeLisio, Commissioner  
Paul A. Juliano, Commissioner  
Richard D. Schooler, Commissioner  
George P. Zilocchi, Commissioner

The meeting was opened to the public. No members of the public wished to speak. The meeting was closed to the public.

Review of June 27, 2013 Regular Meeting Agenda

Chairman Vaccaro reviewed the June 2013 Regular Meeting Agenda and solicited comments or questions from the Commissioners.

Finance and Legal Committee:

Commissioner Cassella advised the Commissioners that Resolution 13-1-029 is to accept the 2012 independent audit report. The BCUA's corrective action plan regarding the three audit report recommendations is included in the Commissioners meeting package. Commissioner Zilocchi discussed the audit recommendation regarding inventory and recommended that the auditor perform a test inventory as part of the audit costs. Commissioner Cassella advised the Commissioners that a full inventory audit may be cost prohibitive. Chief Financial Officer Nowosielecki advised the Commissioners that BCUA auditor recommended that the inventory be completed by a third party. Executive Director Laux stated that all suggested remedies regarding inventory will be taken under consideration and reviewed with the Finance and Legal Committee.

Commissioner Schooler inquired as to why Resolution 13-1-33 was moved from the Strategic Planning Committee to the Finance and Legal Committee. Director Laux advised the Commissioners that rate setting resolutions are

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placed under the Finance and Legal Committee. Commissioner Schooler inquired as to the absence of language in the Resolution regarding the term of the rate and rate increases. After discussion, the Commissioners reached a consensus to modify the Resolution to include language similar to the rate notice.

#### Construction and Engineering Committee:

Vice Chairman Phillips advised the Commissioners that a Construction and Engineering committee was held on June 27, 2013. PSE&G has requested an underground utility easement and once certain issues with PSE&G are resolved this easement will be presented to the Commissioners for consideration. Vice Chairman Phillips advised the Commissioners that Resolutions 13-2-050 and 13-2-053 are to authorize various engineering studies and planning regarding Edgewater WPCF Outfall Extension Project including cost effectiveness of converting Edgewater WPCF to pump station with force a main to Little Ferry WPCF to avoid more than \$50 million for the planned outfall extension project construction, WPCF equipment replacements, and WPCF nutrient upgrade. Commissioner Zilocchi inquired if the additional flow would affect the Little Ferry WPCF capacity assurance program. Chief Engineer Andersen advised the Commissioner that it would not affect the capacity assurance program due to the ongoing inflow and infiltration program initiatives and the implementation of various plant operation improvements.

The BCUA has applied for a \$2.5 million Clean Energy Grant from the BPU for a 1.3 MW CHP Expansion Project. The goal of this project is to help make the BCUA energy independent. Vice Chairman Phillips advised the Commissioners that Resolution 13-2-051 is to authorize Boswell Engineering to perform RDI/I reduction plan engineering consulting services for the Borough of Haworth. These services were previously conducted by Birdsall Engineers.

#### Security and Safety Committee:

Commissioner Phillips attended an internal safety committee meeting on June 27, 2013. The Executive Director is coordinating the issuance of the safety awards that will be distributed to BCUA employees within the next month. In addition the BCUA has been advised by FEMA that the original 75% reimbursement for Sandy damage has been increased to 90%.

#### Administration Reports:

Executive Director Laux advised the Commissioners that BCUA financial advisors have advised the BCUA to postpone the bond refunding until market conditions are more favorable. Meetings were conducted during June to develop the water pollution control capital program. The BCUA has not issued new bond debt since 2008. Director Laux thanked Arcadis US, Inc and the BCUA engineering staff for their efforts in seeking to maximize FEMA funding

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and the Chief Financial Officer for the detailed audit corrective action plan. Director Laux advised the Commissioners that Waste Management of New Jersey, Inc. withdrew their bid lawsuit protest regarding the award on Contract 13-04. Resolution 13-1-032 is a change to the cash management plan to allow for certain wire transfers. Director Laux advised the Commissioners that BCUA has hired several summer laborers.

Director of Solid Waste and Information Technology Systems Wierer reported that a plan amendment public hearing regarding a Waste Management amendment was conducted on May 29, 2013. Four members of the public provided comments at the hearing. Director Wierer reported that a connection fee public hearing was conducted on June 3, 2013 and no members of the public were present. Twenty-two municipalities have entered into agreements with the BCUA for solid waste services.

Director of WPC/Chief Engineer Andersen was accepted as submitted.

CFO/Treasurer Nowosielecki report was accepted as submitted.

Commissioner Cassella advised the Commissioners that Resolution 13-1-029 has been revised and distributed the revision to the Commissioners. The Commissioners unanimously approved the revision.

Motion to adjourn the Work Session meeting was made, seconded and unanimously carried.



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Richard Wierer  
Acting Authority Secretary