

**BERGEN COUNTY UTILITIES AUTHORITY
WORK SESSION**

August 27, 2020

Monthly Work Session Meeting Minutes

The meeting was called to order by Chairman Phillips at 12:05 PM.

The Proof of Work Session Notice calling the August 27, 2020 Work Session was read into the record by Michael Henwood, Board Secretary.

BEFORE: The Honorable Commissioners of the Authority
Ronald Phillips, Chairman
Louis DeLisio, Vice Chairman (Telephonically)
Catherine Bentz, Commissioner (Telephonically)
Bruce Bonaventuro, Commissioner
Daniel Gumble, Commissioner (Telephonically)
Thomas S. Kelley, Commissioner (Telephonically)
Peter C. Massa, Jr. Commissioner
Diane T. Testa, Commissioner (Telephonically)
Jon Warms, Commissioner (Telephonically)

The August 27, 2020 BCUA Work Session and Regular Board Meeting are being conducted telephonically due to Emergency Measures required during the current COVID 19 Health Crisis. In addition, the published start time of 6:00 PM has been changed to 12:00 PM. Public Notice of time change was posted on the BCUA Website according to current NJ Public Notice guidelines. The Executive Director, Deputy Director, Director of Engineering, Director of Water Pollution Control, Director of Strategic Planning, Acting Treasurer, and Board Secretary attended and conducted the meeting on-site at the Little Ferry Facility. It is necessary and appropriate for the Authority to take action against this public health hazard consistent with Executive Order 103 and Executive Order 107 in order to protect and maintain the health, safety, and welfare of the Authority's employees and Bergen County residents and visitors. Public access to both the Work Session and the Regular Board Meeting has been made available via an 800 call-in number that was posted at both entrances to the BCUA Little Ferry facility and communicated on the BCUA Website.

The meeting was opened to the public. No public attended in-person or spoke via phone. The meeting was closed to the public.

Review of August 27, 2020 Regular Meeting Agenda

Chairman Phillips reviewed the August 27, 2020 Regular Meeting Agenda and solicited comments or questions from the Commissioners.

**BCUA Work Session Minutes
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Chairman's Report:

Chairman Phillips reported progress on the review of the Authority's current bid specification process. Chairman provided an update on safety procedures for all incoming outside Contractors moving forward. Chairman Phillips reported progress on the Edgewater Force Main Project.

Safety Committee:

Commissioner Bentz reported that the Safety Committee met telephonically yesterday to review the 2019 Annual Safety Report as submitted by Stephen Askew, Director of WPC. Commissioner Bentz reported that there was an overall year over year improvement among the key Safety Statistics. Commissioner Bentz also requested that the Board take into consideration the recommendation of the Executive Director for the Annual Safety Incentive Award as a result of the 2019 Safety Report. A Motion to approve the 2019 Annual Safety Incentive Award was made, seconded and unanimously carried.

Administrative Reports:

Executive Director Laux provided an update on Plant Operations specific to the current COVID 19 conditions. Director Laux referred the Board to a Report on Capital Project Financing from Christopher Langhart, Esq. Director Laux advised the Board the preparation of the 2021 Budget is underway. The 2019 Audit has concluded with report due in September. Director Laux provided the Board several construction project updates including the Resolution tonight awarding four Roofing Contracts for the Little Ferry Facility. Director Laux thanked Safety Committee Chair/Commissioner Bentz and the Safety Committee for recognizing the ongoing commitment to Safety at the BCUA and approving the 2019 Annual Safety Incentive Award. Director Laux requested approval for a "COVID" appropriate Annual Employee Appreciation Lunch to be scheduled in late Sept or early Oct. A Motion to approve the 2020 Annual Employee Appreciation Lunch was made, seconded and unanimously carried.

Deputy Director Wierer relied upon his written report as submitted.

Director of Engineering Dominic DiSalvo relied upon his written report as submitted.

Director of Water Pollution Control Stephen Askew relied upon his written report as submitted.

Acting Treasurer McCarter relied upon his written report as submitted.

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



Michael Henwood
Board Secretary