

**BERGEN COUNTY UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING
OCTOBER 26, 2017**

**In the matter of the 463rd Regular Meeting of
The Bergen County Utilities Authority**

1. The **proof of meeting notice** calling the October 26, 2017, meeting was read into the record by Michael Henwood, Board Secretary.

2. Roll Call:

COMMISSIONERS PRESENT:

Ronald Phillips, Chairman
Louis J. DeLisio, Vice Chairman
Catherine T. Bentz, Commissioner
Bruce Bonaventuro, Commissioner
Paul A. Juliano, Commissioner
Thomas S. Kelley, Commissioner
Peter C. Massa, Jr., Commissioner
Jon Warms, Commissioner

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

3. Motion that the Minutes covering the September 28, 2017 Work Session be approved was moved by Commissioner Warms and Seconded by Commissioner Massa and was carried.
4. Chairman Phillips opened the meeting to the public and asked if anyone present wished to be heard. The meeting was closed to the public.
5. FINANCE AND LEGAL COMMITTEE:

Resolution 17-1-039 - Approve bills and the claims supported by vouchers totaling \$4,687,962.93 for the month of October and authorize the Acting Treasurer to issue the necessary checks therefor, and to charge the accounts indicated, all as more fully set forth on the Acting Treasurer's check list. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-040 - Ratify and Approve Financial Actions directed by Mathew McCarter, Acting Treasurer, during the month of September 2017. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-041 - Approve Amendment of 2017 Adopted Budget – Water Pollution Control Pursuant to N.J.A.C. 5:31-2.8. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-042 - Authorize First Addendum to the Amended Maintenance Agreement by and between the Bergen County Utilities Authority, Meadowlands Conservation Trust and County of Bergen. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-043 - Supplemental Resolution for the Bergen County Utilities Authority Declaring its Official Intent to Reimburse Expenditures for the Project Costs from the Proceeds of Debt Obligations. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-044 - Resolution of the Bergen County Utilities Authority making Application to the Local Finance Board Pursuant to N.J.S.A. 40A:5A-6 and N.J.S.A. 58:11B-9(a). Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-045 - 2018 Budget Introduction – Water Pollution Control. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-046 - 2018 Budget Introduction – Solid Waste Management. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-1-047 - Authorize Professional Services Agreement – Professional Appraisal Services – Tidelands Grant Acquisition Project – McNerney & Associates. Motion to adopt the resolution was made by Commissioner DeLisio and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

6. CONSTRUCTION & ENGINEERING COMMITTEE:

Resolution 17-2-066 – Authorize rejection of bids, re-advertisement and rebid of Contract No. 17-21 – Scada System Upgrade - (One (1) Year). Motion to adopt the resolution was made by Commissioner Juliano and Seconded by Commissioner Bonaventuro. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-2-067 - Authorize Addendum No. 1 to Professional Services Agreement - Computer Maintenance Management System (CMMS) and Enterprise Resource Planning (ERP) System Consulting Services— ARCADIS U.S., Inc. Motion to adopt the resolution was made by Commissioner Juliano and Seconded by Commissioner Bonaventuro. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-2-068 - Award Contract No. ESCNJ 16/17-54 GC2, for job order contracting – repair and maintenance – general contracting- Murray Paving & Concrete, Inc. Motion to adopt the resolution was made by Commissioner Juliano and Seconded by Commissioner Bonaventuro. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-2-069 - Authorize Amendment of Professional Services Contract to Alaimo Group – General Consulting Engineer. Motion to adopt the resolution was made by Commissioner Juliano and Seconded by Commissioner Bonaventuro. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 17-2-070 - Award Contract No. 17-23 – Furnish and Deliver Q8 Mahler G5 SAE 40 Medium Ash Gas Engine Oil (Two (2) Years) – David Weber Oil Co. Motion to adopt the resolution was made by Commissioner Juliano and Seconded by Commissioner Bonaventuro. A roll call was taken and the resolution was adopted as reflected in these minutes.

7. STRATEGIC PLANNING COMMITTEE:

Resolution 17-6-005 - Authorize execution of a Shared Services Agreement arranging and providing for a Certified Recycling Professional to Prepare the Annual Recycling Tonnage Report with municipalities wishing to participate. Motion to adopt the resolution was made by Commissioner Warms and Seconded by Commissioner Bentz. A roll call was taken and the resolution was adopted as reflected in these minutes.

8. Chairman Phillips announced a short recess to allow time for the Board Secretary to prepare minutes of this Regular Meeting.
9. Chairman Phillips announced the Regular Meeting would reconvene.
10. The Board Secretary then distributed proposed minutes of the October 26, 2017 Regular Meeting for review by the Commissioners.
11. Move to approve the Minutes of the Regular Meeting October 26, 2017 as distributed by the 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 September 28, 2017 was made by Commissioner DeLisio and Seconded by Commissioner Massa and was unanimously carried.

12. Upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

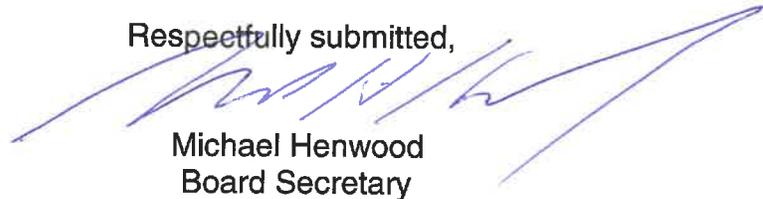
Resolution #	17-1-039	17-1-040	17-1-041	17-1-042	17-1-043	17-1-044	17-1-045
Chairman Phillips	Y	Y	Y	Y	Y	Y	Y
V. Chair. DeLisio	Y	Y	Y	Y	Y	Y	Y
Comm. Bentz	Y	Y	Y	Y	Y	Y	Y
Comm. Bonaventuro	Y	Y	Y	Y	Y	Y	Y
Comm. Gumble	-	-	-	-	-	-	-
Comm. Juliano	Y	Y	Y	Y	Y	Y	Y
Comm. Kelley	Y	Y	Y	Y	Y	Y	Y
Comm. Massa, Jr.	Y	Y	Y	Y	Y	Y	Y
Comm. Warms	Y	Y	Y	Y	Y	Y	Y

Resolution #	17-1-046	17-1-047	17-2-066	17-2-067	17-2-068	17-2-069	17-2-070
Chairman Phillips	Y	Y	Y	Y	Y	Y	Y
V. Chair. DeLisio	Y	Y	Y	Y	Y	Y	Y
Comm. Bentz	Y	Y	Y	Y	Y	Y	Y
Comm. Bonaventuro	Y	Y	Y	Y	Y	Y	Y
Comm. Gumble	-	-	-	-	-	-	-
Comm. Juliano	Y	Y	Y	Y	Y	Y	Y
Comm. Kelley	Y	Y	Y	Y	Y	Y	Y
Comm. Massa, Jr.	Y	Y	Y	Y	Y	Y	Y
Comm. Warms	Y	Y	Y	Y	Y	Y	Y

Resolution #	17-6-005
Chairman Phillips	Y
V. Chair. DeLisio	Y
Comm. Bentz	Y
Comm. Bonaventuro	Y
Comm. Gumble	-
Comm. Juliano	A
Comm. Kelley	Y
Comm. Massa, Jr.	Y
Comm. Warms	Y

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

Respectfully submitted,



Michael Henwood
 Board Secretary

Date: October 26, 2017

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

BE IT RESOLVED by the Commissioners of the Bergen County Utilities Authority that the Financial Actions directed by Mathew McCarter, Acting Treasurer, during the month of September 2017 be and are hereby ratified and approved.

1. 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 October 26, 2017.



Michael Henwood
Board Secretary

Dated: October 26, 2017

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Bergen County Utilities Authority (the "Authority") is a county utilities authority organized and existing pursuant to the Municipal and County Utilities Authority Law, N.J.S.A. 40:14B-1 et seq. to provide the services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to sewage collection and disposal services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in Bergen County serving approximately 575,000 people; and

WHEREAS, in furtherance of the Authority providing these essential services, the Board of Commissioners of the Authority, by Resolution 16-1-053 adopted December 22, 2016, adopted the 2017 Water Pollution Control System Annual Budget of the Authority; and

WHEREAS, the Authority, pursuant to and consistent with N.J.A.C. 5:31-2.8(a)(2) and (3), finds it necessary to amend the adopted 2017 Water Pollution Control System Annual Budget as follows:

<u>Water Pollution Control Operation:</u>	<u>From</u>	<u>To</u>
<u>Budgeted Revenues:</u>		
<u>Operating Revenues:</u>		
Connection Fees		
Residential	\$130,000	\$200,000
Business/Commercial	\$710,000	\$1,100,000
Intergovernmental	\$55,000	\$95,000
Total Connection Fees	\$895,000	\$1,395,000
Total Operating Revenues	\$75,596,275	\$76,096,275
Total Anticipated Revenues	\$75,896,275	\$76,396,275

<u>Budgeted Appropriations:</u>		
<u>Operating Appropriations:</u>		
Administration		
Administration - Personnel		
Salaries & Wages	\$2,935,146	\$2,795,146
Fringe Benefits	\$2,192,830	\$1,992,830
Total Administration – Personnel	\$5,127,976	\$4,787,976
Administration – Other		
Information Technology	\$278,856	\$378,856
Total Administration – Other	\$1,205,206	\$1,305,206
Total Administration	\$6,333,182	\$6,093,182
Cost of Providing Services – Personnel		
Fringe Benefits	\$9,893,867	\$11,293,867
Total COPS – Personnel	\$23,050,235	\$24,450,235
Cost of Providing Services – Other		
Professional Fees	\$2,440,000	\$2,990,000
Collection	\$871,100	\$611,100
Compliance	\$250,000	\$300,000
Facilities Cost	\$5,100,000	\$4,600,000
Direct Processing	\$1,922,000	\$1,522,000
Replacement Parts	\$3,055,000	\$1,665,000
Supplies	\$835,000	\$625,000
Total COPS – Other	\$23,715,100	\$21,555,100
Total Cost of Providing Services	\$46,765,335	\$46,005,335
Total Operating Appropriations	\$69,981,124	\$68,981,124
<u>Non-Operating Appropriations:</u>		
Other Reserves	\$450,000	\$1,950,000
Total Non-Operating Appropriations	\$5,915,151	\$7,415,151
Total Appropriations	\$75,896,275	\$76,396,275

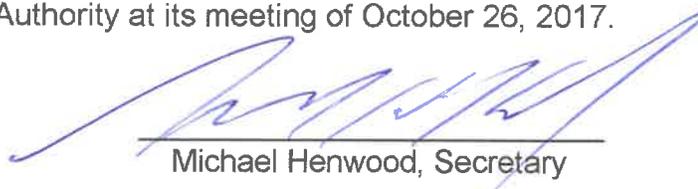
Total Appropriations and Accumulated Deficit	\$75,896,275	\$76,396,275
Total Net Appropriations	\$75,896,275	\$76,396,275

WHEREAS, the Board of Commissioners of the Authority finds that the amendment of the 2017 Water Pollution Control System Annual Budget of the Authority as set forth in detail herein above is in the best interests of the Authority and its ratepayers and is necessary for the continued efficient operation of the Authority

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

1. The 2017 Water Pollution Control System Annual Budget of the Authority shall be and is hereby amended as detailed above.
2. The Board's Secretary shall be and is hereby directed to submit a copy of this Resolution to the Director of Local Government Services for approval as part of the 2017 Water Pollution Control System Annual Budget of the Authority.
3. A copy of this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.
4. 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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

Governing Body

Member:	<u>Recorded Vote</u>			
	Aye	Nay	Abstain	Absent
Ronald Phillips, Chairman	X			
Louis J. DeLisio, Vice Chairman	X			
Catherine T. Bentz, Commissioner	X			
Bruce Bonaventuro, Commissioner	X			
Daniel Gumble, Commissioner				X
Paul A. Juliano, Commissioner	X			
Thomas S. Kelley, Commissioner	X			
Peter C. Massa, Jr., Commissioner	X			
Jon Warms, Commissioner	X			

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Bergen County Utilities Authority ("Authority") is a county utilities authority, organized pursuant to N.J.S.A. 40:14B-1 et seq. and authorized to provide, inter alia, sewage collection and disposal services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the Meadowlands Conservation Trust ("MCT") is a body corporate and politic with corporate succession, created in, but not of, the Hackensack Meadowlands Development Commission, established pursuant to section 5 of P.L.1968, c. 404 (C.13:17-5); and

WHEREAS, the County of Bergen ("Bergen County") is a body corporate and politic of the State of New Jersey; and

WHEREAS, the Authority is the owner of certain property designated as Lots 13.02, 13.01 and 13.03, Block 106.01 on the official tax maps of the Borough of Little Ferry, County of Bergen, State of New Jersey ("Property"); and

WHEREAS, the Property possesses significant natural, scenic and wildlife habitat and conservation values that are of great importance to the Authority, MCT and the State of New Jersey; and

WHEREAS, the MCT is seeking to enhance public access to the Property for the purpose of improving access for the viewing of wildlife; and

WHEREAS, enhanced public access to the Property will yield a significant public benefit; and

WHEREAS, the MCT has committed to funding and constructing the improvements to the Property necessary to enhance public access to the Property; and

WHEREAS, the Authority has agreed to maintain the Property subsequent to completion of the improvements to the Property by the MCT and to permit public access to the Property with certain restrictions; and

WHEREAS, on March 23, 2017 the Authority adopted a resolution authorizing the executing of a Public Access and Maintenance Agreement with the MCT regarding maintenance of, and access to, the Property; and

WHEREAS, on June 15, 2017 the Authority and the MCT executed the Public Access and Maintenance Agreement with the MCT; and

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WHEREAS, on October 5, 2017 the Authority and the MCT amended the Public Access and Maintenance Agreement (“Amended Agreement”); and

WHEREAS, Bergen County desires to contribute resources to the development of the Property; and

WHEREAS, the Authority, MCT and Bergen County agree that Bergen County shall be a partner in the development and operation of the Property; and

WHEREAS, the Authority has reviewed a proposed First Addendum to the Amended Agreement incorporating Bergen County as a partner in the development and operation of the Property and detailing certain responsibilities of the Authority, MCT and the County of Bergen regarding the maintenance of, and access to, the Property.

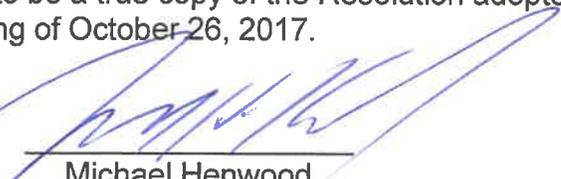
NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Bergen County Utilities Authority as follows:

1. The Chairman shall be and he is hereby authorized to execute the First Addendum to the Amended Public Access and Maintenance Agreement with the MCT and Bergen County in final form acceptable to the Commissioners, as evidenced by the Chairman’s signature thereon, incorporating Bergen County as a partner in the development and operation of the Property and detailing certain responsibilities of the Authority, MCT and Bergen County regarding maintenance of, and access to, the Property.

2. A copy of this Resolution and the First Addendum to the Amended Public Access and Maintenance Agreement entered into by the Authority, MCT and Bergen County 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 the MCT, Bergen County and 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 October 26, 2017.



Michael Henwood
Secretary

DATED: October 26, 2017

17-1-042

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Bergen County Utilities Authority (the "Authority") is a county utilities authority organized and existing pursuant to the Municipal and County Utilities Authority Law, N.J.S.A. 40:14B-1 et seq. to provide the services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to sewage collection and disposal services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in Bergen County serving approximately 575,000 people; and

WHEREAS, in furtherance of providing these essential services, the Authority intends to acquire, construct, renovate and/or install the items more fully described in Exhibit A attached hereto (the "Project");

WHEREAS, the Authority intends to finance the Project with debt obligations of the Authority (the "Project Debt Obligations") but may pay for certain costs of the Project (the "Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Authority that are not borrowed funds;

WHEREAS, the Authority reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), may be issued by the New Jersey Environmental Infrastructure Trust (the "Issuer") to finance the Project on a long-term basis by making a loan to the Authority with the proceeds of the Issuer's obligations (the "Project Bonds"); and

WHEREAS, the Authority desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid 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 through 150, inclusive, of the Code.

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

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.

2. This Resolution is intended to be, and hereby is a declaration of, the Authority's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Authority, in accordance with Treasury Regulations §150-2.

3. The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is not to exceed an aggregate amount of \$18,000,000.00.

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.

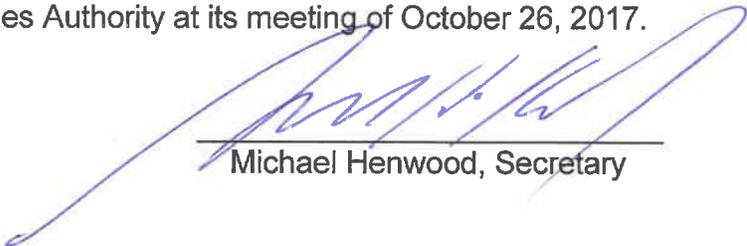
5. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Bonds used to reimburse the Authority for 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 Regulations §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 Regulations §1.148-1).

6. All reimbursement allocations will occur not later than eighteen (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 Regulations §1.150-2) or abandoned, but in no event more than three (3) years after the expenditure is paid.

7. A copy of this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.

8. 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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

**EXHIBIT A
PROJECT DESCRIPTIONS**

PROJECT	COST
Cogen Engine Rehabilitation	2,070,313
Collection System GIS	750,000
CSO LTCP Study	1,200,000
Edgewater PS/FM Easements	4,800,000
ERP Software Upgrade	2,300,000
Facility Assessment	1,000,000
Harrington Park Actuators	345,000
Lagoon Dock Replacement	500,000
Little Ferry WPCF Infrastructure Improvments	200,000
Little Ferry WPCF Equipment Repair / Replacment	200,000
Replace/Repair Roofs/Windows	2,715,445
SCADA Upgrade	350,000
Site Walks, Paving	715,000
Total	17,145,758

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES
LOCAL FINANCE BOARD

APPLICATION CERTIFICATION

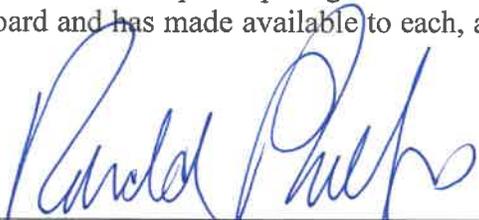
APPLICANT'S
NAME: BERGEN COUNTY UTILITIES AUTHORITY

I, RONALD PHILLIPS, CHAIRMAN OF THE BERGEN COUNTY UTILITIES AUTHORITY HEREBY DECLARE:

That the documents submitted herewith and the statements contained herein are true to the best of my knowledge and belief; and

That this application was considered and its submission to the Local Finance Board approved by the governing body of the Authority on October 26, 2017; and

That the governing body of the Authority has notified each participating local unit of its submission of this application to the Local Finance Board and has made available to each, a true copy of this application.



Ronald Phillips, Chairman

ATTEST:


Secretary

Date: October 26, 2017



**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Bergen County Utilities Authority (the "Authority") is a county utilities authority organized and existing pursuant to the Municipal and County Utilities Authority Law, N.J.S.A. 40:14B-1 et seq. to provide the services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to sewage collection and disposal services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in Bergen County serving approximately 575,000 people; and

WHEREAS, the Authority, in furtherance of providing these essential services, desires to make application to the Local Finance Board for its review and findings in connection with a proposed resolution authorizing the issuance of certain bonds of the Authority for capital improvements for the benefit of the Authority; and

WHEREAS, the Authority believes that:

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for the health, welfare, convenience or betterment of the inhabitants of the local unit or units;
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant; and
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit or units and will not create an undue financial burden to be placed upon the local unit or units.

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

1. The application to the Local Finance Board shall be and is hereby approved, and the Authority's Bond Counsel and financial advisor, along with other representatives

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of the Authority, are hereby authorized to prepare such application and to represent the Authority in matters pertaining thereto.

2. The Secretary of the Authority is hereby directed to prepare and file a copy of the proposed resolution with the Local Finance Board as part of such application.

3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings and recommendations as provided by the applicable New Jersey Statute.

4. A copy of this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.

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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

17-1-044

2018 AUTHORITY BUDGET RESOLUTION

BERGEN COUNTY UTILITIES AUTHORITY

WATER POLLUTION CONTROL

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

WHEREAS, the Annual Budget and Capital Budget – Water Pollution Control for the Bergen County Utilities Authority (the “Authority”) for the fiscal year beginning January 1, 2018 and ending December 31, 2018 has been presented before the Board of Commissioners of the Authority at its duly noticed open public meeting conducted on October 26, 2017; and

WHEREAS, the Annual Budget – Water Pollution Control for the Authority as introduced reflects Total Revenues of \$77,846,233., Total Appropriations, including any Accumulated Deficit, if any, of \$77,846,233., and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget – Water Pollution Control of the Authority as introduced reflects Total Capital Appropriations of \$41,889,043., and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program – Water Pollution Control, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

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

1. The Annual Budget – Water Pollution Control of the Authority, including all related schedules, and the Capital Budget/Program – Water Pollution Control of the Authority for the fiscal year beginning January 1, 2018 and ending December 31, 2018 shall be and is hereby approved for introduction.

2. The anticipated revenues as reflected in the Annual Budget – Water Pollution Control of the Authority approved for introduction by the adoption of this Resolution are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements.

3. The governing body of the Bergen County Utilities Authority will consider the Annual Budget and Capital Budget/Program – Water Pollution Control for adoption on December 21, 2017.

4. A copy of this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.

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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Ronald Phillips, Chairman	X			
Louis J. DeLisio, Vice Chairman	X			
Catherine T. Bentz, Commissioner	X			
Bruce Bonaventuro, Commissioner	X			
Daniel Gumble, Commissioner				X
Paul A. Juliano, Commissioner	X			
Thomas S. Kelley, Commissioner	X			
Peter C. Massa, Jr., Commissioner	X			
Jon Warms, Commissioner	X			

2018 AUTHORITY BUDGET RESOLUTION

BERGEN COUNTY UTILITIES AUTHORITY

SOLID WASTE MANAGEMENT

FISCAL YEAR: **FROM:** January 1, 2018 **TO:** December 31, 2018

WHEREAS, the Annual Budget and Capital Budget – Solid Waste Management for the Bergen County Utilities Authority (the “Authority”) for the fiscal year beginning January 1, 2018 and ending December 31, 2018 has been presented before the Board of Commissioners of the Authority at its duly noticed open public meeting conducted on October 26, 2017; and

WHEREAS, the Annual Budget – Solid Waste Management of the Authority as introduced reflects Total Revenues of \$8,682,653., Total Appropriations, including any Accumulated Deficit if any, of \$9,428,416., and Total Unrestricted Net Position utilized of \$745,763.; and

WHEREAS, the Capital Budget – Solid Waste Management of the Authority as introduced reflects Total Capital Appropriations of \$-0- and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program – Solid Waste Management, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

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

1. The Annual Budget – Solid Waste Management of the Authority, including all related schedules, and the Capital Budget/Program – Solid Waste Management of the Authority for the fiscal year beginning January 1, 2018 and ending December 31, 2018 shall be and is hereby approved for introduction.

2. The anticipated revenues as reflected in the Annual Budget – Solid Waste Management of the Authority approved for introduction by the adoption of this Resolution are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and

provisions as stipulated in the Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements.

3. The governing body of the Bergen County Utilities Authority will consider the Annual Budget and Capital Budget/Program – Solid Waste Management for adoption on December 21, 2017.

4. A copy of this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.

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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Ronald Phillips, Chairman	X			
Louis J. DeLisio, Vice Chairman	X			
Catherine T. Bentz, Commissioner	X			
Bruce Bonaventuro, Commissioner	X			
Daniel Gumble, Commissioner				X
Paul A. Juliano, Commissioner	X			
Thomas S. Kelley, Commissioner	X			
Peter C. Massa, Jr., Commissioner	X			
Jon Warms, Commissioner	X			

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, in 1947, the Bergen County Utilities Authority (the "Authority"), known as that time as the Bergen County Sewerage Authority, was established by the Bergen County Board of Freeholders and chartered to clean-up polluted rivers and streams by replacing individual ineffective, costly, and outdated municipal wastewater treatment plants with a central, more modern, efficient, and effective treatment facility to be located in Little Ferry, New Jersey; and

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in the County of Bergen serving approximately 575,000 people; and

WHEREAS, as part of the acquisition by the Authority of certain Tidelands Grants located within the boundary of the Authority's Little Ferry facility adjacent to the Hackensack River (the "Tidelands Grants Project"), the Authority has determined that it requires **Professional Appraisal Services** to be performed by a real estate appraiser licensed by the State of New Jersey; and

WHEREAS, said **Professional Appraisal Services** are recognized as "professional services" as same shall be rendered by person(s) authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type of learning acquired by a prolonged formal course of specialized instruction and study, pursuant to and in accordance with N.J.S.A. 40A:11-2(6); and

WHEREAS, these services were solicited through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq. as **McNerney & Associates, Inc.** responded to the Authority's publicly advertised "Request for Qualifications" and was qualified as competent to provide real estate valuation appraisal services by Resolution 17-1-002 adopted January 26, 2017 by the Commissioners of the Authority; and

WHEREAS, **McNerney & Associates, Inc.** has submitted a Statement of Qualifications and the Commissioners of the Authority have determined that **McNerney & Associates, Inc.** is competent, qualified and experienced to provide **Professional Appraisal Services** to the Authority in connection with the Tidelands Grants Project; and

WHEREAS, the Authority has determined, based upon the foregoing, that it is necessary for the efficient operation of the Authority to retain the services of **McNerney &**

Associates, Inc. to provide **Professional Appraisal Services** to the Authority in connection with the Tidelands Grants Project; and

WHEREAS, the Authority desires to appoint and retain **McNerney & Associates, Inc.** to provide **Professional Appraisal Services** to the Authority in connection with the Tidelands Grants Project which **Professional Appraisal Services** shall include the providing of certified real estate valuation appraisals for the Properties as requested by the Authority as part of the Tidelands Grants Acquisition from the NJ Tidelands Resource Council for an amount not to exceed the total sum of \$5,000.00 without further action by the Commissioners of the Authority; and

WHEREAS, N.J.S.A. 40A:11-1, et seq. provides that a contract for professional appraisal services may be awarded without competitive bidding as a "professional service"; and

WHEREAS, N.J.S.A. 40A:11-1, et seq. requires that the resolution authorizing the award of a contract for professional services 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 Authority as follows:

1. That **McNerney & Associates, Inc.** shall be and is hereby engaged to provide **Professional Appraisal Services** to the Authority in connection with the Tidelands Grants Project for an amount of compensation not to exceed the total sum of \$5,000.00 without further action by the Commissioners of the Authority.

2. The Chairman shall be and is hereby authorized to execute a contract, similar in form and substance to the contract on file at the Authority, by and among the Authority and **McNerney & Associates, Inc.** 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 Chairman's signature thereon.

3. A copy of this Resolution and the contract retaining **McNerney & Associates, Inc.** to provide **Professional Appraisal Services** to the Authority 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 McNerney & Associates, Inc. and the Authority.

4. The total amount authorized to be paid pursuant to the contract herein awarded shall not exceed the total sum of **\$5,000.00** without further action by the Board of Commissioners.

17-1-047

5. The Acting Treasurer's Certification that funds are available shall be placed on file and made available for public inspection at the Authority and made a part hereof.

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

7. 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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood
Secretary

Dated: October 26, 2017

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION DATE: 10/26/2017

RESOLUTION #: 17-1-047

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-350-51000-000
FINANCIAL ADVISORY

VENDOR

McNERNEY & ASSOCIATES, INC

CONTRACT NUMBER

17102601

REASON

PROVIDE PROFESSIONAL APPRAISAL SERVICES
TIDELANDS GRANTS PROJECT

AMOUNT

\$5,000.00

CONTRACT LENGTH

TO COMPLETION

Matthew McCarter
ACTING TREASURER

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Bergen County Utilities Authority (the "Authority") solicited bid proposals for **Scada System Upgrade for a One (1) Year Period**, pursuant to and in accordance with **Contract No. 17-21**; and

WHEREAS, the following sole bid proposal was received by the Authority on **October 17, 2017** for **Contract No.17-21**:

Vendor	Total Amount Bid for One (1) Year
Weiss Acquisition, LLC, dba Weiss Instrument Pittsburgh, PA	\$355,134.00

WHEREAS, the Authority's **Qualified Purchasing Agent** has reviewed the bid proposal submitted to the Authority by **Weiss Acquisition, LLC, dba Weiss Instrument** for **Contract No. 17-21** and has recommended that the bid proposal of **Weiss Acquisition, LLC, dba Weiss Instrument** received for **Contract No. 17-21** be rejected as the bid proposal received was not reasonable as to price, on the basis of cost estimates prepared for or by the Authority prior to the advertising therefor and in accordance with N.J.S.A. 40A:11-13.2(a); and

WHEREAS, on the basis of the foregoing, the **Qualified Purchasing Agent** determined that the bid proposal of **Weiss Acquisition, LLC, dba Weiss Instrument** for **Contract No. 17-21** received on October 17, 2017 was not reasonable as to price, on the basis of cost estimates prepared for or by the Authority prior to the advertising therefor, and the "lowest bid substantially exceeds the cost estimates for the goods or services" for **Contract No. 17-21**, in accordance with N.J.S.A. 40A:11-13.2(a); and

WHEREAS, the Authority's **Qualified Purchasing Agent** recommended that the bid proposal of **Weiss Acquisition, LLC, dba Weiss Instrument** for **Contract No. 17-21** received October 17, 2017 be rejected for the reasons aforementioned; and

WHEREAS, the Commissioners of the Authority are desirous of re-advertising for the solicitation of bid proposals for **Contract No. 17-21** pursuant to N.J.S.A. 40A:11-4 et seq., as an award of **Contract No. 17-21** is necessary for the efficient operation of the Authority.

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

1. The bid proposal of **Weiss Acquisition, LLC, dba Weiss Instrument** for **Contract No. 17-21** submitted to the Authority on October 17, 2017 shall be and is hereby rejected as being not reasonable as to price, on the basis of cost estimates prepared for or by the Authority prior to the advertising therefor and in accordance with N.J.S.A. 40A:11-13.2(a).

2. The Executive Director, or his designee, shall be and is hereby authorized to re-advertise for the solicitation of bid proposals for **Scada System Upgrade for a One (1) Year Period for Contract No. 17-21 (Rebid)**.

3. The bid security of all unsuccessful bidders, if any, shall be returned in accordance with N.J.S.A. 40A:11-1 et seq.

4. The Acting Treasurer's Certification that funds are available shall be maintained 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 October 26, 2017.



Michael Henwood
Secretary

Dated: October 26, 2017

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Bergen County Utilities Authority (the "Authority") plays an important role in providing this and related essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in the County of Bergen serving approximately 575,000 people; and

WHEREAS, failure to ensure those continued operations and maintenance of the Authority's water pollution control assets would result in unacceptable threats to the health and safety of Bergen County residents, most immediately those in the Authority's sewer service district, which would be too large in scope to be handled by ordinary municipal and county entities; and

WHEREAS, the Authority utilizes MAXIMO 5.2 Computer Maintenance Management System ("CMMS") and Epicor 7.3.6 Service Pack 2 Enterprise Resource Planning ("ERP") System Engineering Services to provide computerized maintenance management and financial management for the Authority's equipment, assets and property; and

WHEREAS, MAXIMO 5.2 CMMS and Epicor 7.3.6 Service Pack 2 ERP provide the Authority with important data and metrics to assist in determining the most cost effective and efficient methods of maintaining the Authority's equipment, assets and property; and

WHEREAS, the Authority has been utilizing MAXIMO 5.2 CMMS and Epicor 7.3.6 Service Pack 2 ERP since 2008; and

WHEREAS, on prior occasion **Arcadis US, Inc.** performed an evaluation and study of the currently utilized MAXIMO 5.2 CMMS and Epicor 7.3.6 Service Pack 2 ERP to determine if these systems should be upgraded or replaced; and

WHEREAS, on March 9, 2016 **Arcadis US, Inc.** submitted the completed CMMS and ERP Evaluation and Study to the Authority recommending that the Authority procure an ERP system to replace the MAXIMO 5.2 CMMS and the Epicor 7.3.6 Service Pack 2 ERP; and

WHEREAS, said services are recognized as "professional services" as same shall be rendered by person(s) authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of

an advanced type of learning acquired by a prolonged formal course of specialized instruction and study, pursuant to and in accordance with N.J.S.A. 40A:11-2(6); and

WHEREAS, N.J.S.A. 40A:11-1, et seq. provides that a contract for professional engineering services may be awarded without competitive bidding as a "professional service"; and

WHEREAS, these services were solicited through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq. through a publicly advertised Request for Qualifications ("RFQ"); and

WHEREAS, **Arcadis US, Inc.** previously submitted a Statement of Qualifications to the Authority and the Commissioners of the Authority previously determined by Resolution that **Arcadis US, Inc.** is competent, qualified and experienced to serve as the Authority's Special Consulting Engineer; and

WHEREAS, based on **Arcadis US, Inc.**'s Statement of Qualifications and prior history performing services for the Authority, the Authority issued a Request for Proposal ("RFP") to **Arcadis US Inc.**, as **Special Consulting Engineer** to the Authority, to perform **Computer Maintenance Management System and Enterprise Resource Planning System Engineering Services** for the Authority; and

WHEREAS, **Arcadis US, Inc.** submitted to the Authority a proposal dated June 16, 2016 (the "Proposal") to provide the aforesaid professional engineering services to the Authority for an amount not to exceed the total sum of \$115,950.00 for Task 1 and Task 2 for engineering services related to the procurement of a new Enterprise Resource Planning (ERP) System; and

WHEREAS, the Board of Commissioners of the Authority, by Resolution 16-2-041 adopted June 23, 2016, awarded the Proposal to **Arcadis US, Inc.**; and

WHEREAS, Resolution 16-2-041 Authorized the Chairman of the Board of Commissioners of the Authority to execute a Contract by and between the Authority and **Arcadis US, Inc.** (the "Contract") memorializing the services to be provided by **Arcadis US, Inc.** to the Authority as **Special Consulting Engineer** for the **Computer Maintenance Management System and Enterprise Resource Planning System Project** and providing the budget for compensation to be paid by the Authority to **Arcadis US, Inc.** for the providing of those services, pursuant to which payment is not to exceed the total sum of \$115,950.00 without further approval of the Board of Commissioners of the Authority; and

WHEREAS, the Contract was executed by and on behalf of the Authority and **Arcadis US, Inc.** on June 23, 2016; and

WHEREAS, Arcadis US, Inc. operating under the Contract subsequent to the adoption of Resolution 16-2-041, continued to provide significant necessary and valuable services to the Authority and, by written correspondence dated September 29, 2017, **Arcadis US, Inc.** advised the Authority that, due to the need for additional vendor demonstrations, coordination of reference calls, facilitation of the elongated selection process, analyzation of certain software licensing models, conduct of additional selection workshops and detailed vendor negotiations, **Arcadis US, Inc.** will be required to provide additional services to the Authority as **Special Consulting Engineer for the Computer Maintenance Management System and Enterprise Resource Planning System Project** including providing the following professional services:

- Follow-up demonstration webinars and communications with short listed vendors.
- Coordination, preparation and leading vendor reference calls.
- Facilitating selection finalization and preparing the selection memorandum.
- Reviewing and negotiating the selected vendors contract, service level agreement, maintenance agreement and scope of work.

; and

WHEREAS, Arcadis US, Inc., by the September 29, 2017 written correspondence, requested that the Authority increase the compensation budget provided for by the Contract by the total sum of \$32,500.00, resulting in an amended Contract compensation budget of an amount not to exceed the total sum of \$148,450.00 without further approval of the Board of Commissioners of the Authority; and

WHEREAS, the Authority's Director of Solid Waste and Information Technology Systems has determined that **Arcadis US, Inc.** has performed all services under the Contract in an effective and efficient manner and further determined that the remaining work to be performed by **Arcadis US, Inc.** under the Contract is essential to the proper and effective operation of the Authority; and

WHEREAS, the Authority's Director of Solid Waste and Information Technology Systems has reviewed the September 29, 2017 written correspondence of **Arcadis US, Inc.,** including the request of **Arcadis US, Inc.** to increase the compensation budget under the Contract for the total compensation to be paid by the Authority to **Arcadis US, Inc.** for services provided by **Arcadis US, Inc.** to the Authority pursuant to the Contract, and based upon the above determinations and his review of the September 23, 2017 written correspondence of **Arcadis US, Inc.,** the Authority's Director of Solid Waste and Information Technology Systems has concluded and recommended that the Authority should amend the Contract by increasing the budget for compensation to be paid by the Authority to **Arcadis US, Inc.** pursuant to the Contract in the total sum of \$32,500.00, resulting in an amended compensation budget under the Contract in an amount not to exceed the total sum of \$148,450.00.00 without further approval of the Board of Commissioners of the Authority; and

WHEREAS, the Authority's Acting Treasurer has certified that funds are available for the Amendment of the Contract pursuant to this Resolution.

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

1. The Contract entered into by and between the Authority and **Arcadis US, Inc.** shall be and is hereby amended by the Authority and the Contract shall be modified to provide that the compensation to be paid by the Authority pursuant thereto shall be increased in the amount of \$32,500.00 and the total amount of compensation to now be paid by the Authority to **Arcadis US, Inc.** pursuant to the modified Contract shall not exceed the total sum of \$148,450.00 without further approval of the Board of Commissioners of the Authority.

2. The Chairman of the Authority shall be and is hereby authorized to execute a Contract by and among the Authority and **Arcadis US, Inc.**, amending the Contract as approved and authorized by this Resolution, in the form acceptable to the Chairman, and satisfactory to the Authority as evidenced by the Chairman's signature thereon.

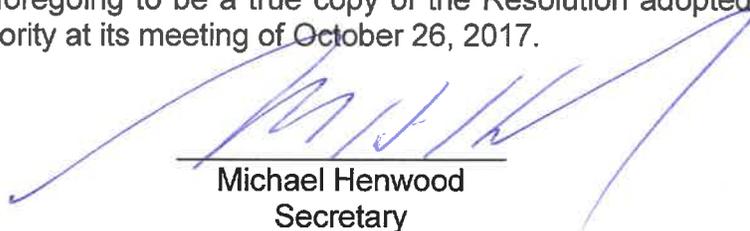
3. A copy of this Resolution, and the amended Contract with **Arcadis US, Inc.** pursuant to this Resolution, shall be placed on file and made available for public inspection in the Office of the Executive Director, upon execution by **Arcadis US, Inc.** and the Authority.

4. The Acting Treasurer's Certification that funds are available shall be maintained on file at the Authority.

5. A notice of this Amendment of the Contract shall be published in the form prescribed by law.

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-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 October 26, 2017.



Michael Henwood
Secretary

DATED: October 26, 2017

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION DATE: 10/26/2017

RESOLUTION #: 17-2-067

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 HARDWARE & SOFTWARE MAINTENANCE
A-620-56300-000

VENDOR ARCADIS US, INC.

CONTRACT NUMBER 16062301

REASON INCREASE IN THE PROFESSIONAL SERVICES
FOR GLOBAL SOFTWARE EVALUATION

AMOUNT \$32,500.00

CONTRACT LENGTH TO CONTRACT COMPLETION


ACTING TREASURER

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Bergen County Utilities Authority (the "Authority") is a county utilities authority organized and existing pursuant to the Municipal and County Utilities Authority Law, N.J.S.A. 40:14B-1 et seq. to provide the services enumerated in N.J.S.A. 40:14B-2 in the County of Bergen, including but not limited to sewage collection and disposal services and the relief of waters in or bordering the State from pollution arising from causes within the district and the relief of waters in, bordering or entering the district from pollution or threatened pollution on behalf of its constituent members; and

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Authority plays an important role in providing these essential services within the Authority's sewer service district, which is comprised of fifty-two (52) municipalities in Bergen County serving approximately 575,000 people; and

WHEREAS, the Authority, pursuant to N.J.S.A. 40A:11-12(a) and N.J.S.A. 52:34-6.2, is authorized to purchase goods and contract for services through the use of a New Jersey State Approved Co-op and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, when available, for its administration; and

WHEREAS, by Resolution 17-1-005 adopted January 26, 2017, the Board of Commissioners of the Authority ratified and affirmed the membership of the Authority in the Educational Services Commission of New Jersey (the "ESCNJ"), allowing the Authority to continue to participate in the ESCNJ Cooperative Pricing System to purchase goods and contract for services, making the procurement process more efficient and providing cost savings to the Authority and its ratepayers; and

WHEREAS, the Authority currently has the need for the **Interior Restoration of the Control Building East**; and

WHEREAS, the ESCNJ previously awarded a contract to **Murray Paving & Concrete, Inc.** of 17 Park Place, Paramus, NJ 07652, under Job Order Contract No. ESCNJ 16/17-54 GC2, for job order contracting – repair and maintenance – general contracting; and

WHEREAS, the Authority, as a member of the ESCNJ Cooperative Pricing System, is able to procure the needed services from **Murray Paving & Concrete, Inc.** under ESCNJ Job Order Contract No. ESCNJ 16/17-54 GC2 for the total sum of \$39,680.22 as set forth and contained in the written proposal dated September 12, 2017 submitted to the Authority by **Murray Paving & Concrete, Inc.**; and

WHEREAS, it has been recommended by the Authority's Qualified Purchasing Agent that it would be advantageous to the Authority, and result in a cost savings to the Authority and its ratepayers, for the Authority to engage **Murray Paving & Concrete, Inc.** through ESCNJ Job Order Contract No. ESCNJ 16/17-54 GC2 to provide the necessary services to complete the **Interior Restoration of Control Building East**; and

WHEREAS, ESCNJ Cooperative Pricing System Job Order Contract No. ESCNJ 16/17-54 GC2 meets the "Fair and Open" process requirements of N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Authority's Acting Treasurer has certified that funds are available for this purpose.

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

1. The Executive Director or his designee shall be and is hereby authorized to execute a purchase order, or purchase orders as may be required, for the completion of **Interior Restoration of Control Building East** for the total sum of \$39,680.22 as set forth and contained in the written proposal dated September 12, 2017 submitted to the Authority by **Murray Paving and Concrete, Inc.**, and in accordance with the terms of ESCNJ Job Order Contract No. ESCNJ 16/17-54 GC2.

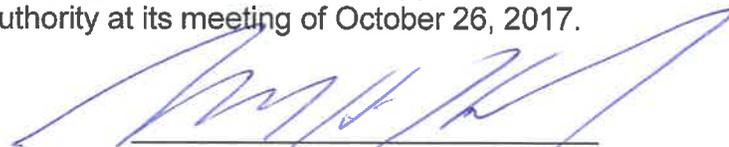
2. The Authority shall be responsible to ensure that that goods and/or services procured through the ESCNJ Cooperative Pricing System pursuant to this Resolution comply with all applicable provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and all other provisions of the revised statutes of the State of New Jersey.

3. A copy of this Resolution, a copy of the Certificate of Membership issued by the ESCNJ to the Authority and a copy of any contract(s) entered into by the Authority pursuant to this Resolution shall be placed on file and made available for public inspection in the office of the Executive Director.

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

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).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION DATE: 10/26/2017

RESOLUTION #: 17-2-068

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-200-80800-000
CAPITAL OUTLAY

VENDOR

MURRAY PAVING AND CONCRETE, INC

CONTRACT NUMBER

ESCNJ 16/17-54 GC2

REASON

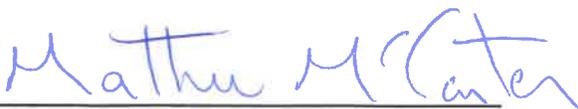
INTERIOR RESTORATION OF
CONTROL BUILDING EAST

AMOUNT

\$39,680.22

CONTRACT LENGTH

TO CONTRACT COMPLETION



ACTING TREASURER

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the operation and maintenance of an effective and efficient water pollution control system represents a vital responsibility of government that is essential to ensuring the health, safety, and welfare of those whose daily life activities depend on such a system; and

WHEREAS, the Bergen County Utilities Authority (“Authority”) plays an important role in providing these essential services within the Authority’s sewer service district, which is comprised of forty-seven (47) municipalities in the County of Bergen serving approximately 575,000 people; and

WHEREAS, in furtherance of providing these essential services, the Board of Commissioners of the Authority, by Resolution 17-2-008 adopted February 23, 2017, appointed **Alaimo Group** to serve as **General Consulting Engineer** to the Authority for a One (1) Year Term or until a successor is selected or at the pleasure of the Authority, whichever shall first occur or be exercised; and

WHEREAS, Resolution 17-2-008 Authorized the Chairman of the Board of Commissioners of the Authority to execute an agreement by and between the Authority and **Alaimo Group** (the “Agreement”) memorializing the services to be provided by **Alaimo Group** to the Authority as **General Consulting Engineer** and providing the budget for compensation to be paid by the Authority to **Alaimo Group** for the providing of those services, pursuant to which payment is not to exceed the total sum of \$250,000.00 without further approval of the Board of Commissioners of the Authority; and

WHEREAS, the Agreement was executed by and on behalf of the Authority and **Alaimo Group** on March 1, 2017; and

WHEREAS, **Alaimo Group**, operating under the Agreement, has continued to provide significant necessary and valuable services to the Authority as the Authority’s **General Consulting Engineer** on an as-requested basis on a number of critical ongoing projects as well as additional other projects the Authority identified since the commencement of the term of the Agreement, which projects include:

- General scoping of miscellaneous engineering projects;
- PST No. 5 & 6 Design and Construction;
- Underground Storage Tank Evaluation;

- Administration, Control and Bar Screen Building Roof Evaluation;

17-2-069

- Administration & Control Building Fire Suppression Evaluation;
- PST Tanks 1 thru 4 and Pipe Gallery Evaluation and Remediation;
- FST Tanks 1 thru 16 Weir and Trough Replacements;
- Edgewater TWP Odor Evaluation;
- Miscellaneous HUD funded projects;
- Culvert Load Evaluations;
- Sludge Transfer and Trucking area Modifications;
- Fort Lee Interceptor Sewer Capacity Evaluation;
- Existing Retention Pond Improvements;
- Pink Street Harrington Park PS Pedestal;
- Sludge Dewatering Building Gas Detection;
- Riverdale Pump Vibrations;
- Sludge Thickener Tanks Steel Evaluation;
- Aeration Tanks 12 & 13 24" Air Header;
- Bar Screen Actuator;
- 2010 Anaerobic Digester Improvement Plan;
- Fort Lee Sewer Capacity Study; and
- Control Building Exterior Wall Improvements.

; and

WHEREAS, by written correspondence dated October 4, 2017, **Alaimo Group** advised the Authority that as of October 4, 2017, **Alaimo Group** had expended approximately \$250,000.00 in services to the Authority under the Agreement and the Agreement provides for a compensation budget of \$250,000.00 to be paid by the Authority to **Alaimo Group** for services performed pursuant thereto; and

WHEREAS, **Alaimo Group**, by the October 4, 2017 written correspondence, requested that the Authority increase the compensation budget provided for by the Agreement by the total sum of \$160,000.00, resulting in an amended Agreement compensation budget of an amount not to exceed the total sum of \$410,000.00; and

WHEREAS, the Authority's Director of Engineering has determined that **Alaimo Group** has performed all services under the Agreement in an effective and efficient manner and further determined that the remaining work to be performed by **Alaimo Group** under the Agreement is essential to the proper and effective operation of the Authority's

Water Pollution Control Division and critical to the health, welfare and safety of the ratepayers and employees of the Authority; and

WHEREAS, the Authority's Director of Engineering has reviewed the October 4, 2017 written correspondence of **Alaimo Group**, including the request of **Alaimo Group** to increase the compensation budget under the Agreement for the total compensation to be paid by the Authority to **Alaimo Group**, and based upon the above determinations and his review of the October 4, 2017 written correspondence of **Alaimo Group**, he has concluded and recommended that the Authority should amend the Agreement by increasing the budget for compensation to be paid by the Authority to **Alaimo Group** pursuant to the Agreement in the total sum of \$160,000.00, resulting in an amended compensation budget under the Agreement in an amount not to exceed the total sum of \$410,000.00 without further approval of the Board of Commissioners of the Authority; and

WHEREAS, the Authority's Acting Treasurer has certified that funds are available for the modification of the Agreement pursuant to this Resolution.

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

1. The Agreement entered into by and between the Authority and **Alaimo Group** shall be and is hereby modified by the Authority and the Agreement shall be modified to provide that the compensation to be paid by the Authority pursuant thereto shall be increased in the amount of \$160,000.00 and the total amount of compensation to now be paid by the Authority to **Alaimo Group** pursuant to the modified Agreement shall not exceed the total sum of \$410,000.00 without further approval of the Board of Commissioners of the Authority.

2. The Chairman of the Authority shall be and is hereby authorized to execute an agreement by and among the Authority and **Alaimo Group**, modifying the Agreement as approved and authorized by this Resolution, in the form acceptable to the Chairman, and satisfactory to the Authority as evidenced by the Chairman's signature thereon.

3. A copy of this Resolution, and the agreement modifying the Agreement with **Alaimo Group** 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 **Alaimo Group** and the Authority.

4. The Acting Treasurer's Certification that funds are available shall be maintained on file at the Authority.

5. A notice of this modification of the Agreement shall be published in the form prescribed by law.

17-2-069

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-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 October 26, 2017.



Michael Henwood, Secretary

Dated: October 26, 2017

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION DATE: 10/26/2017

RESOLUTION #: 17-2-069

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

ENGINEERING
W-350-50400-000

VENDOR

ALAIMO GROUP

CONTRACT NUMBER

17022316

REASON

INCREASE IN THE PROFESSIONAL SERVICE
NEEDS OF THE AUTHORITY FOR
GENERAL PROJECTS ENGINEERING

AMOUNT

\$160,000.00

CONTRACT LENGTH

MARCH 1, 2017 - FEBRUARY 28, 2018



ACTING TREASURER

BERGEN COUNTY UTILITIES AUTHORITY RESOLUTION

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Bergen County Utilities Authority (the "Authority") solicited bid proposals to **Furnish and Deliver Q8 Mahler G5 SAE 40 Medium Ash Gas Engine Oil** for a **Two (2) Year Period**, pursuant to and in accordance with **Contract No. 17-23**; and

WHEREAS, the following bid proposals were received by the Authority on **October 17, 2017** for **Contract No.17-23**:

Vendor	Total Amount Bid for Two (2) Year Period
Lubenet, LLC Brooklyn, NY	\$109,800.00
David Weber Oil Co. Carlstadt, NJ	\$141,790.00

WHEREAS, the Authority's **Consulting Engineer, Remington & Vernick Engineers**, has reviewed the bid proposal submitted to the Authority by **Lubenet, LLC** for **Contract No. 17-23** and has advised the Authority by written correspondence dated October 19, 2017 that the bid proposal submitted to the Authority by **Lubenet, LLC** for **Contract No. 17-23** included the specifications for Advantage Low Ash Natural Gas Engine Oil, which oil **Remington & Vernick Engineers** has determined is not "equivalent" to Q8 Mahler G5 SAE 40 Medium Ash Oil, the oil specified by the Authority in the bid package documents for **Contract No. 17-23** to be the oil provided and which was to be "considered a proprietary good"; and

WHEREAS, the Authority, pursuant to and in accordance with N.J.S.A. 40A:11-13(d), advised all potential bidders for **Contract No. 17-23** in the relevant bid package documents for **Contract No. 17-23** that Q8 Mahler G5 SAE 40 Medium Ash Oil was to be "considered a proprietary good" and further advised, specifically in Section 9.1 of the Instructions to Bidders and in Section 7.3 of the Procurement General Conditions, that any bidder wishing to submit a bid therefore may submit a bid based upon an oil "equivalent" to Q8 Mahler G5 SAE 40 Medium Ash Oil; and

WHEREAS, the Authority's **Qualified Purchasing Agent** has reviewed the bid proposal submitted to the Authority by **Lubenet, LLC** for **Contract No. 17-23** and the October 19, 2017 written correspondence of **Remington & Vernick Engineers** and has recommended that the bid proposal submitted to the Authority by **Lubenet, LLC** for **Contract No. 17-23** be rejected for failure to provide an oil "equivalent" to Q8 Mahler G5 SAE 40 Medium Ash Oil pursuant to and in accordance with N.J.S.A. 40A:11-13(d) as more fully set forth and contained in the October 19, 2017 written correspondence of **Remington & Vernick Engineers**; and

WHEREAS, the Authority's **Qualified Purchasing Agent** and the Authority's **Consulting Engineer, Remington & Vernick Engineers**, have reviewed the bid proposal of **David Weber Oil Co.** and have recommended that **David Weber Oil Co.** be awarded **Contract**

No. 17-23 in accordance with N.J.S.A. 40:11-1 et seq., as the lowest complying and responsible bidder; and

WHEREAS, on the basis of the foregoing, the Authority has determined that **David Weber Oil Co.** constitutes the lowest complying and responsible bidder for **Contract No. 17-23**, in accordance with N.J.S.A. 40A:11-1 et seq.; 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 Acting Treasurer has certified that funds are available for this purpose.

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

1. The bid proposal of **Lubenet, LLC** for **Contract No. 17-23** submitted to the Authority on October 17, 2017 shall be and is hereby rejected as the bid proposal of **Lubenet, LLC** did not include a bid based upon an oil "equivalent" to Q8 Mahler G5 SAE 40 Medium Ash Oil, which oil was specified by the Authority in the relevant bid documents to be "considered a proprietary good" and the oil to be provided to the Authority, or an oil "equivalent" thereto, pursuant to **Contract No. 17-23** in accordance with N.J.S.A. 40A:11-13(d).

2. **David Weber Oil Co.** shall be and is hereby determined to be the lowest complying and responsible bidder to **Furnish and Deliver Q8 Mahler G5 SAE 40 Medium Ash Gas Engine Oil for a Two (2) Year Period**, pursuant to and in accordance with **Contract No. 17-23** for a total amount not to exceed the sum of **\$141,790.00** without further approval of the Commissioners of the Authority.

3. The Chairman shall be and is hereby authorized to execute a contract with **David Weber Oil Co.** of 601 Industrial Road, Carlstadt, NJ 07072 to **Furnish and Deliver Q8 Mahler G5 SAE 40 Medium Ash Gas Engine Oil for a Two (2) Year Period**, pursuant to and in accordance with **Contract No. 17-23** for a total amount not to exceed the sum of **\$141,790.00** without further approval of the Commissioners of the Authority.

4. The bid security of all unsuccessful bidders, if any, shall be returned in accordance with N.J.S.A. 40A:11-1 et seq.

5. The Acting Treasurer's Certification that funds are available shall be maintained on file at the Authority and made a part hereof.

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

17-2-070

7. A copy of this Resolution, the October 19, 2017 written correspondence of **Remington Vernick Engineers** and the contract executed pursuant to this Resolution, along with Contract No. 17-23, shall be placed on file and made available for public inspection in the Office of the Executive Director upon execution by David Weber Oil Co. and the Authority.

8. 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 October 26, 2017.



Michael Henwood
Secretary

Dated: October 26, 2017

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION DATE: 10/26/2017

RESOLUTION #: 17-2-070

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

CONGENERATION
W-550-62450-000

VENDOR

DAVID WEBER OIL CO.

CONTRACT NUMBER

17-23

REASON

FURNISH AND DELIVER Q8 MAHLER
G5 SAE 40 MEDIUM ASH GAS ENGINE OIL

AMOUNT

\$141,790.00

CONTRACT LENGTH

NOVEMBER 1, 2017 - OCTOBER 31, 2019


ACTING TREASURER

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, commencing in 2012, New Jersey municipalities are required by the New Jersey Recycling Enhancement Act ("REA") P.L. 2008, CHAPTER 6, to have the mandatory Annual Recycling Tonnage Report approved and signed by a Certified Recycling Professional ("CRP"); and

WHEREAS, the Annual Recycling Tonnage Report must be submitted by email to the New Jersey Department of Environmental Protection ("NJDEP") utilizing a spreadsheet provided by the NJDEP on or before April 30 of each year; and

WHEREAS, failure to submit the Annual Recycling Tonnage Report signed by a CRP will jeopardize a municipality's receipt of the annual recycling tonnage grant; and

WHEREAS, certain Bergen County municipalities do not employ a CRP; and

WHEREAS, the Authority is desirous of assisting those municipalities that do not employ a CRP to ensure that those municipalities do not jeopardize the receipt of the annual recycling tonnage grant by providing the services of a CRP to sign and submit participating municipalities 2017 Annual Recycling Tonnage Report; and

WHEREAS, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes and permits contracting units, such as the Authority and a Municipality to enter into a Service Agreement for the services contemplated herein without competitive bidding for same, pursuant to and in accordance with N.J.S.A. 40A:11-5(2); and

WHEREAS, the Commissioners of the Authority have determined, based upon the foregoing, that in order expand its ongoing municipal recycling assistance program it is necessary to enter into an agreement for Certified Recycling Professional Services ("Services Agreement for a Certified Recycling Professional to Prepare the Annual Recycling Tonnage Report") 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 Shared Services Agreement arranging and providing for a Certified Recycling Professional to Prepare the 2017 Annual Recycling Tonnage Report with municipalities wishing to participate therein in substantially the form on file at the Authority Office, or in such final form as is acceptable to the Authority, as evidenced by the Chairman's signature thereon.

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 October 26, 2017

A handwritten signature in blue ink, appearing to read "Michael Henwood", is written over a horizontal line.

Michael Henwood
Board Secretary

Dated: October 26, 2017