

RESOLUTION AUTHORIZING MEETING MINUTES OF FEBRUARY 5, 2015

MOTIONED BY: Velazquez

SECONDED BY: Marotta

WHEREAS, the North Hudson Sewerage Authority (hereinafter "Authority") is a public body, duly formed under the Sewerage Authorities law, constituting Chapter 138 of the Laws of New Jersey of 1946, as amended (Chapter 14A of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, a regular meeting of the Authority was held on February 5, 2015; and

WHEREAS, minutes of the meeting have been prepared by General Counsel and presented to the Authority members and staff for their review.


NOW, THEREFORE, BE IT RESOLVED that the Authority hereby approves the minutes of the meeting of February 5, 2015 for the record.

DATED: FEBRUARY 19, 2015

RECORD OF COMMISSIONERS' VOTE

| | YES | NO | ABSENT |
|--------------------------|------------|-----------|---------------|
| Commissioner Assadourian | x | | |
| Commissioner Kappock | x | | |
| Commissioner Marotta | x | | |
| Commissioner Raia | x | | |
| Commissioner Soares | x | | |
| Commissioner Vargas | x | | |
| Commissioner Velazquez | x | | |
| Commissioner Wiley | x | | |
| Commissioner Zucconi | | | x |

THIS IS TO CERTIFY THAT THIS RESOLUTION WAS DULY ADOPTED BY THE NORTH HUDSON BOARD OF COMMISSIONERS ON FEBRUARY 19, 2015.



SECRETARY

NORTH HUDSON SEWERAGE AUTHORITY
MINUTES OF REORGANIZATION MEETING

FEBRUARY 5, 2015

At approximately 6:40 p.m., General Counsel Frank Covello called the meeting to order. In attendance at the start of the meeting were Commissioners Marotta, Soares, Velazquez, Wiley, Kappock, Assadourian, Vargas and Raia. Commissioner Zucconi, arrived at approximately 6:45 p.m.

Counsel Covello advised that this was the annual reorganization meeting, which was a regularly scheduled meeting of the Authority, and that pursuant to the Open Public Meetings Act, notice of the same had been sent to the Jersey Journal, Star Ledger, the Clerks of Hoboken, Union City, Weehawken and West New York and the Hudson County Clerk, with a copy thereof posted on the Authority's bulletin board.

Upon motion by Commissioner Marotta, seconded by Commissioner Kappock, Resolution 15-001 electing Frank Raia as Chairman of the Authority was unanimously adopted. Thereupon, control of the meeting was transferred from Counsel Covello to newly elected Chairman Raia.

Upon motion by Commissioner Assadourian, seconded by Commissioner Raia, Resolution 15-002 authorizing the election of Libero Marotta as Vice Chairman of the Authority was unanimously adopted.

Upon motion by Commissioner Marotta, seconded by Commissioner Wiley, Resolution 15-003 authorizing the election of Anthony Soares as Treasurer was unanimously adopted.

Upon motion by Commissioner Soares, seconded by Commissioner Marotta, Resolution 15-004 authorizing the election of Count Wiley as Assistant Treasurer of the Authority was unanimously adopted.

Upon motion by Commissioner Wiley, seconded by Commissioner Marotta, Resolution 15-005 authorizing the election of Erika Zucconi as Secretary of the Authority was unanimously adopted.

Upon motion by Commissioner Zucconi, seconded by Commissioner Marotta, Resolution 15-006 authorizing the election of Alejandro Velazquez as Assistant Secretary of the Authority was unanimously adopted.

Thereupon, Chairman Raia next made the Committee Assignments as follows:

Finance and Personnel Committee: Chairperson Frank Raia, Members: Libero Marotta, Brian Kappock, Linda Kish, Fred Pocci and Richard Wolff.

Facilities Review Board Committee: Chairperson Libero Marotta, Members: Frank Raia, Count Wiley, Frank Covello, Fred Pocci and Richard Wolff.

Education/Communication Committee: Chairperson Anthony Soares, Members: Erika Zucconi, Ruben Vargas, Brian Assadourian and Richard Wolff.

Litigation Committee: Chairperson Brian Kappock, Members: Anthony Soares, Count Wiley, Libero Marotta, Frank Covello and Richard Wolff.

Executive Director Wolff explained the items listed on the consent agenda:

Resolution 15-007 The Designation of Official Newspapers. N.J.S.A. 10:4-6 requires that the Authority transmits notices to two newspapers, one of which shall be designated by the public body as the official newspaper to receive public notices because they have the greatest likelihood of informing the public, within the service area of the Authority, of its meetings and notices. This Resolution designates the Jersey Journal as the Authority's Official Newspaper.

Resolution 15-008 The Designation of Official Depositories. The Authority is required by law to designate New Jersey institutions which will be depositories of its funds for the ensuing year. This Resolution designates the Bank of New York and TD Bank as the Authority's official depositories.

Resolution 15-009 Establishing the Schedule of Meetings for Fiscal Year 2016. Meetings occur on the third Thursday of each month. The only exceptions are the November and December meetings which are scheduled a week early due to holidays.

Resolution 15-010 Establishing the Schedule of Holidays for Fiscal Year 2016. This Resolution approves the list of paid holidays for Fiscal Year 2016. The Authority provides employees with 14 paid holidays. This is an increase of one day from last year. The additional holiday is Election Day, which is being added consistent with the member towns having Election Day as a holiday.

Resolution 15-011 Designating the Authorized Representative of the Authority. The Authority recognizes the need to designate authorized representatives to approve and certify various documents which pertain to the execution of ordinary Authority business, such as, but not confined to, the approval of permits and applications to the NJDEP, the transfer of Authority funds and the execution of contracts approved by the resolution of the Board, the approval of Arrears Agreements with delinquent ratepayers and the direction of work performed by the various firms doing business with the Authority. This Resolution designates Richard J. Wolff, Executive Director, as the authorized representative of the Authority. Additionally, Fredric J. Pocci, P.E., Authority Engineer, is designated as the authorized representative of the Authority for the purpose of executing permits, applications and reports to the N.J.D.E.P., the direction of operations and engineering work

performed by firms doing business with the Authority and the execution of capital contracts approved by the resolution of the Board.

Resolution 15-012 Designation of the Public Agency Compliance Officer. The Authority is required by the New Jersey Department of the Treasury, Affirmative Action Office, to designate a Public Agency Compliance Officer. This Resolution designates Belissa Vega to be its Public Agency Compliance Officer.

Resolution 15-013 Designating a Custodian of Records. New Jersey's Open Public Records Act (OPRA), requires among other things, that governmental entities of the State of New Jersey to designate the custodian of such records as to whom requests for access are to be presented. This Resolution designates Sharon Jicha as the custodian of records pursuant to OPRA.

Professional Service Contracts.

Resolution 15-014 The Award of a Fair and Open Contract for Accounting Services Pursuant to N.J.S.A. 40a:11-3(b). The Authority has accepted the proposal of Donahue, Gironda and Doria for the purposes of providing accounting services. There were no other applicants for this position. This is the same firm currently providing this work. The amount of compensation for the year is not to exceed \$100,000.

Resolution 15-015 The Award of a Fair and Open Contract for Auditing Services Pursuant to N.J.S.A. 40a:11-3(b). This Resolution authorizes the appointment of the firm of Garbarini & Co. P.C. to provide an annual audit of its financial records for a period of one year commencing on February 1, 2015. The firm shall be compensated as follows: The fee for the Single Audit engagement will be \$42,000. The fee for the AUP engagement to file with MSRB through EMMA will be \$5,000.

Resolution 15-016 The Award of a Fair and Open Contract for Bond Counsel Services Pursuant to N.J.S.A. 40a:11-3(b). This Resolution authorizes the Authority to appoint Kraft & Cappizzi, to provide bond counsel services for the purpose of reviewing proposals regarding the financing needs of the Authority for a period of one year commencing on February 1, 2015 and shall be compensated in an amount not to exceed \$15,000.00. There were no other proposals submitted.

Resolution 15-017 The Award of a Fair and Open Contract for Engineering Services Pursuant to N.J.S.A. 40a:11-3(b). The Authority has selected the proposal of Hatch Mott MacDonald for annual engineering services for the purpose of satisfying its Bond Resolution, evaluating system requirements and preparing various investigations and reports as required by its NJPDES permit.

There were no other proposals for this. This Resolution authorizes the appointment of Hatch Mott MacDonald for a period of one year commencing on February 1, 2015 and the firm shall be compensated in an amount not to exceed \$125,000.00.

Resolution 15-018 The Award of a Fair and Open Contract for a Financial Advisor Pursuant

to N.J.S.A. 40a:11-3(b). The Authority has selected the proposal of NW Financial Group to provide services to providing special financial advice necessary for managing its financial resources. This Resolution authorizes the appointment of NW Financial Group to assist in managing its financial resources for a period of one year commencing on February 1, 2015 and shall be compensated in an amount not to exceed \$50,000.00. There was one other proposal submitted from Cascia on this. Finance Committee Approved NW Financial.

Resolution 15-019 The Award of a Fair and Open Contract for a Rate Consultant Pursuant to N.J.S.A. 40a:11-3(b). The Authority has selected the proposal of Amawalk Consulting Group LLC, to provide services to review and monitor billing and collection practices of the Authority and assist in managing its financial resources. This resolution authorizes the appointment of Amawalk Consulting Group LLC, as the Rate Consultant to improve upon existing billing policies and practices commencing on February 1, 2015 and the firm shall be compensated in an amount not to exceed \$75,000.00.

Resolution 15-020 Authorizing Contract for the Performance of outside Legal Services. This Resolution authorizes the appointment of the firm of Leanza & Agrapidis, P.C. as outside counsel for the one year period commencing on February 1, 2015 and shall be compensated in an amount not to exceed \$15,000.

Resolution 15-021 Authorizing the Establishment of a New Class of Sewer Users for Purposes of the Imposition of Connection Fees. Since the costs of connection fees by the municipalities and local boards of education are ultimately paid by the taxpayers, it is appropriate to grant an exemption from the connection fee requirements for these government entities. These entities will no longer be required to pay a connection fees. Commissioner Soares asked if this applies to housing authorities, and it Richard Wolff explained that it does not, because housing authorities are addressed separately under state law.

Upon motion by Commissioner Velazquez, seconded by Commissioner Marotta, the Consent Agenda, consisting of Resolutions 15-007, 15-008, 15-009, 15-010, 15-011, 15-012, 15-013, 15-014, 15-015, 15-016, 15-017, 15-018, 15-019, 15-020 and 15-021 was unanimously adopted.

Chairman Raia then called for New Business, and seeing none, called for public comment. Seeing no members of the public who wished to be heard, at approximately 6:55 p.m., upon motion by Commissioner Marotta, seconded by Commissioner Velazquez, it was unanimously resolved to adjourn the meeting.