

**RESOLUTION AUTHORIZING MEETING MINUTES OF FEBRUARY 5, 2024**

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**MOTIONED BY:** Velazquez

**SECONDED BY:** Guzman

**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 reorganization meeting of the Authority was held on February 5, 2024; and

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

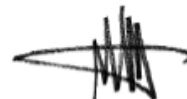
**NOW, THEREFORE, BE IT RESOLVED** that the Authority hereby approves the minutes of the meeting of February 5, 2024 for the record.

**DATED: FEBRUARY 15, 2024**

**RECORD OF COMMISSIONERS' VOTE**

	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>
Commissioner Gardiner	x		
Commissioner Kappock	x		
Commissioner Marotta			x
Commissioner Friedrich	x		
Commissioner Guzman	x		
Commissioner Velazquez	x		
Commissioner Barrera	x		
Commissioner Zucconi	x		
Commissioner Assadourian	x		

**THIS IS TO CERTIFY THAT THIS RESOLUTION WAS DULY ADOPTED BY THE NORTH HUDSON BOARD OF COMMISSIONERS ON FEBRUARY 15, 2024.**



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**SECRETARY**

**THE NORTH HUDSON SEWERAGE AUTHORITY**

**MINUTES OF REORGANIZATION MEETING**

**February 5, 2024**

At approximately 6:34 PM Executive Director Wolff called the meeting to order.

**OPEN PUBLIC MEETINGS ACT NOTIFICATION**

Counsel Capizzi advised that this was a regularly scheduled meeting of the Authority properly noticed pursuant to the Open Public Meeting Act.

**ROLL CALL**

Counsel Capizzi called the roll with Commissioners Assadourian, Friedrich, Gardiner, Marotta, Velazquez, Zucconi and Chairman Kappock participating via videoconference.

Counsel Capizzi advised that all appropriate actions may be taken by the Authority since 7 Commissioners were present.

**ELECTION OF OFFICERS**

Chairman

Executive Director Wolff requested nominations for Chairman of the Authority. Commissioner Kappock was nominated by Commissioner Marotta, which was seconded by Commissioner Velazquez. Executive Director Wolff next requested that the Commissioners consider Resolution No. 24-001 electing Brian Kappock as Chairman of the Authority.

On motion of Commissioner Marotta, seconded by Commissioner Velazquez, Resolution No. 24-001 was adopted 7 - 0 - 0.

Vice Chairman

Chairman Kappock requested nominations for Vice-Chairman of the Authority. Commissioner Marotta was nominated by Chairman Kappock, which was seconded by Commissioner Velazquez. Chairman Kappock next requested that the Commissioners consider Resolution No. 24-002 electing Libero Marotta as Vice-Chairman of the Authority.

On motion of Chairman Kappock, seconded by Commissioner Velazquez, Resolution No. 24-002 was adopted 7 - 0 - 0.

### Treasurer

Chairman Kappock requested nominations for Treasurer of the Authority. Commissioner Gardiner was nominated by Commissioner Marotta, which was seconded by Commissioner Velazquez. Chairman Kappock next requested that the Commissioners consider Resolution No. 24-003 electing Kurt Gardiner as Treasurer of the Authority.

On motion of Commissioner Marotta, seconded by Commissioner Velazquez, Resolution No. 24-003 was adopted 7 - 0 - 0.

### Assistant Treasurer

Chairman Kappock requested nominations for Assistant Treasurer of the Authority. Commissioner Zucconi was nominated by Commissioner Gardiner, which was seconded by Commissioner Velazquez. Chairman Kappock next requested that the Commissioners consider Resolution No. 24-004 electing Erika Zucconi as Assistant Treasurer of the Authority.

On motion of Commissioner Gardiner, seconded by Commissioner Velazquez, Resolution No. 24-004 was adopted 7 - 0 - 0.

At approximately 6:43 PM, Commissioner Barrera joined the meeting via videoconference; 8 Commissioners were present.

### Secretary

Chairman Kappock requested nominations for Secretary of the Authority. Commissioner Velazquez was nominated by Commissioner Zucconi, which was seconded by Commissioner Marotta. Chairman Kappock next requested that the Commissioners consider Resolution No. 24-005 electing Alex Velazquez as Secretary of the Authority.

On motion of Commissioner Zucconi, seconded by Commissioner Marotta, Resolution No. 24-005 was adopted 8 - 0 - 0.

### Assistant Secretary

Chairman Kappock requested nominations for Assistant Secretary of the Authority. Commissioner Assadourian was nominated by Commissioner Velazquez, which was seconded by Commissioner Marotta. Chairman Kappock next requested that the Commissioners consider Resolution No. 24-006 electing Brian Assadourian as Assistant Secretary of the Authority.

On motion of Commissioner Velazquez, seconded by Commissioner Marotta, Resolution No. 24-006 was adopted 8 - 0 - 0.

## COMMITTEE APPOINTMENTS

Chairman Kappock announced the following committee assignments:

Finance / Personnel	Brian Kappock, Chairman	Libero Marotta Kurt Gardiner Linda Kish Richard Wolff
Facilities Review Board	Edward Friedrich, Chairman	Brian Kappock Libero Marotta Jason Capizzi Fred Pocci Richard Wolff Don Conger
Education / Communication	Erika Zucconi, Chairwoman	Edward Friedrich Margarita Guzman Brian Assadourian Richard Wolff
Litigation	Alex Velazquez, Chairman	Libero Marotta Brian Kappock Victor Barrera Jason Capizzi Richard Wolff

## CONSENT AGENDA

Executive Director Wolff next requested that the Commissioners consider Resolution Nos. 24-007 through 24-015, which he reviewed as follows:

1. Resolution No. 24-007 designating the Official Newspapers.
2. Resolution No. 24-008 designating the Official Depositories.
3. Resolution No. 24-009 establishing the Schedule of Meetings for the fiscal year ending January 31, 2025.
4. Resolution No. 24-010 establishing the Schedule of Holidays for the fiscal year ending January 31, 2025.
5. Resolution No. 24-011 designating the Executive Director as the Authorized Representative of the Authority for all matters related to the Authority, and the Chief Operating Officer and the Authority Engineer as additional Authorized Representatives of the Authority for any matter as may be delegated from time to time by the Executive Director.

6. Resolution No. 24-012 designating Belissa Vega as the Public Agency Compliance Officer.
7. Resolution No. 24-013 designating Omar Vicioso as the Custodian of Records pursuant to the Open Public Records Act.
8. Resolution No. 24-014 designating Donald R. Conger III, P.E. as the contact person pursuant to the Conscientious Employee Protection Act.
9. Resolution No. 24-015 authorizing the annual compensation program for Authority staff effective as of February 1, 2024.

On motion of Commissioner Marotta, seconded by Commissioner Guzman, Resolution Nos. 24-007 through 24-015 were adopted 8 - 0 - 0.

#### COVID-19 RELIEF MEASURES FOR RESIDENTIAL CUSTOMERS

Counsel Capizzi advised that the Authority is required give notice of certain COVID-19 relief measures enacted into law at each governing body meeting for the 18-month period following the termination of Executive Order 103, and read the following notice:

“Certain relief measures are available for residential customers experiencing economic hardship during the COVID-19 pandemic.

The State Low-Income Household Water Assistance Program can help you pay arrears for your water and sewer bills. The program may also be available to help address tax liens due to water and sewer arrears. To get more information and apply for the program, go to [waterassistance.nj.gov](https://www.waterassistance.nj.gov) or call NJ211.

Public Law 2021, c. 317 and Public Law 2022 c. 4 prohibits local governments from charging residential customers interest for late payment of sewer charges which accrued between March 9, 2020 and March 15, 2022. This prohibition does not apply to sewer liens which were sold before January 1, 2022. Interest may be enforced against unpaid charges accrued before March 9, 2020 and after March 15, 2022, but may be waived to the extent required by a utility assistance program.

Residential customers are eligible for an installment plan to pay off their balance which accrued between March 9, 2020 and March 15, 2022. To maintain the installment plan, a residential customer must make timely payments on all required monthly installments as well as timely payments of all current charges on their bill. If a residential customer fails to pay their arrearages and/or current charges within 30 days after the due date, then the installment plan is void and the NHSA may proceed with enforcement.

For more information on these relief measures we encourage our customers to visit our website at [nhudsonsa.com](https://www.nhudsonsa.com), or to contact one of our customer service representatives at (201) 963-6043.”

## NEW BUSINESS

Executive Director Wolff advised that the Authority was the first to submit its CSO Long Term Control Plan to the State of New Jersey Department of Environmental Protection, and invited the Commissioners to attend a ceremony at the Authority with the DEP Commissioner during which the parties would execute and deliver an Administrative Consent Agreement approving same.

## PUBLIC COMMENT

None.

## ADJOURNMENT

At approximately 7:07 PM on motion of Commissioner Marotta, seconded by Commissioner Velazquez, it was unanimously resolved to adjourn the meeting.