

**MINUTES OF RE-ORGANIZATION AND REGULAR MEETING OF THE  
ROCKLEIGH SEWERAGE AUTHORITY  
BOROUGH HALL, 26 ROCKLEIGH ROAD, ROCKLEIGH, NJ  
FEBRUARY 5, 2018 AT 7:00 PM.**

Mr. Cumiskey called the meeting to order and following the Pledge of Allegiance, the Opening Statement was read. It was announced that the meeting of this date was held in compliance with the Open Public Meetings Act of the State of New Jersey, and that adequate notice of same was given in writing to *The Record*, *The Star Ledger* and that notice was also posted on the Borough Hall bulletin board as required.

Oath of Office was administered to Mr. John Mender reappointed as Alternate No. 1 to a five year term to expire on January 31, 2022.

The Secretary called the Roll Call of the Rockleigh Sewerage Authority:

**Present**– Chairman Cumiskey, Authority Member Pontone, Authority Member Schaffer, Authority Member Feulner and Authority Alternate Member Mender.

**Absent:** Authority Member Photiadis and Authority Administrator William J. McGuire

**Also Present** –Robert T. Regan, Esq., Authority Attorney; Marcella Giampiccolo, RSA Secretary; and Authority CFO, Kunjesh Trivedi

At this time Nominations for the position of Chairman were made. Mr. Cumiskey was nominated by Mr. Schaffer and seconded by Mr. Pontone for Mr. Cumiskey to continue as the RSA Chairman. No other nominations were made. All Members present voted in the affirmative for Mr. Cumiskey to remain the RSA Chairman.

The floor was opened for nominations for the Vice Chairman position. Mr. Schaffer nominated Mr. Pontone, seconded by Mr. Cumiskey. No other nominations were made for Vice Chairman. All Members present voted in the affirmative for Mr. Pontone to remain the RSA Vice Chairman.

The Chairman announced that the Consent Agenda resolutions would only require one motion and one vote. Resolutions RSA 2018 -1, RSA 2018-2, RSA 2018-3, RSA 2018-4 and RSA 2018-5 were presented:

**RESOLUTION (RSA 2018-1) OF THE ROCKLEIGH SEWERAGE AUTHORITY  
AUTHORIZING THE AWARD OF CONTRACTS FOR PROFESSIONAL SERVICES  
PURSUANT TO N.J.S.A. 19:44A-20.5**

**WHEREAS**, the Rockleigh Sewerage Authority has a need for professional services from various professionals as set forth below to be provided in accordance with contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Rockleigh Sewerage Authority's Chief Financial Officer has determined and certified in writing that the value of the services to be provided by each of the professionals may exceed \$17,500.00 for each professional; and

**WHEREAS**, the anticipated term of each professional's contract is one year; and

**WHEREAS**, Robert T. Regan, Esq., Rogut McCarthy LLC, Neglia Engineering Associates, and Lerch, Vinci & Higgins have submitted proposals setting forth that each will provide its services at a cost as set forth in each one's proposal previously forwarded to the Secretary of the Rockleigh Sewerage Authority:

Robert T. Regan, Esq., as Authority Counsel  
Rogut McCarthy LLC, as Authority Bond Counsel  
Neglia Engineering as Authority Engineer  
Lerch, Vinci & Higgins as Authority Auditor

**WHEREAS**, each of said professionals has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee or to an elected official in the Borough of Rockleigh in the previous one year, and that each contract will prohibit it from making any reportable contributions through the term of the contract; and

**WHEREAS**, as set forth in the Certification of Funds from the Authority's Chief Financial Officer, funds are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED** by the Rockleigh Sewerage Authority as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. The Rockleigh Sewerage Authority hereby authorizes the Chairman to enter into a contract with each of the following professionals as described herein.

Robert T. Regan, Esq., as Authority Counsel  
Rogut McCarthy LLC, as Authority Bond Counsel  
Neglia Engineering as Authority Engineer  
Lerch, Vinci & Higgins as Authority Auditor

3. The Business Disclosure Entity Certification and the Determination of Value for each professional be placed on file with this Resolution.

4. A copy of this Resolution shall be available for public inspection at the offices of the Borough of Rockleigh.

5. This resolution shall take effect immediately.

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RSA 2018-2

MOTION:  
SECOND:

BE IT RESOLVED, the following banking institution be designated as official depository for the monies of the Rockleigh Sewerage Authority during the year 2018, and that the Chairman, Secretary and Treasurer/CFO be authorized as signatory for the accounts therein, and that the Mayor of Rockleigh be designated to sign checks in the absence of any one of the above signatories, and further that the signatories for the Rockleigh Sewerage Payroll Account be designated as the Secretary, or in her/his absence, the Rockleigh Sewerage Authority Treasurer/CFO:

- The Bank of New Jersey, Harrington Park, New Jersey

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RSA 2018-3

MOTION:  
SECOND:

ROCKLEIGH SEWERAGE AUTHORITY  
County of Bergen  
State of New Jersey

**Re:** RESOLUTION REGARDING WAIVER OF INTEREST AND ELIMINATING REFUNDS OF SMALL AMOUNTS

**WHEREAS,** sewerage authorities are authorized to collect service charges for connections to a sewerage authority pursuant to *N.J.S.A. 40:14A-8*; and

**WHEREAS,** the Rockleigh Sewerage Authority is duly authorized to collect services charges pursuant to the aforesaid statute; and

**WHEREAS,** the Authority has determined that it is impractical to impose interest fees if the amount of interest is minimal.

**NOW THEREFORE BE IT RESOLVED** that the Authority hereby authorizes the waiving of interest due from a particular real property connected to the sewer system if the amount of such interest is Ten (\$10.00) Dollars or less and hereby waives any interest charges which aggregate Ten (\$10.00) Dollars or less; and

**BE IT FURTHER RESOLVED** that any overpayment to the Authority by up to Ten (\$10.00) Dollars may not be refunded.

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RSA 2018-4

MOTION:  
SECOND:

**ROCKLEIGH SEWERAGE AUTHORITY  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

Re: RESOLUTION APPOINTING THE 2018 ROCKLEIGH SEWERAGE AUTHORITY OFFICERS

RESOLUTION to confirm appointment of the following individuals as Officers of the Rockleigh Sewerage Authority for the year 2018:

|                               |                      |
|-------------------------------|----------------------|
| Administrator                 | William J. McGuire   |
| Secretary                     | Marcella Giampiccolo |
| Liaison to Town of Orangetown | Marcella Giampiccolo |
| Accounts Clerk                | Marcella Giampiccolo |
| Chief Financial Officer       | Kunjesh Trivedi      |

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RSA 2018-5

MOTION:  
SECOND:

**ROCKLEIGH SEWERAGE AUTHORITY  
County of Bergen  
State of New Jersey**

Re: RESOLUTION DESIGNATING OFFICIAL PUBLICATION OF THE ROCKLEIGH SEWERAGE AUTHORITY

**WHEREAS**, *The Record*, whose central operations are located in Woodland Park, New Jersey and serving Bergen County and covering Hudson, Essex and Passaic Counties, be designated as the official newspaper of the Rockleigh Sewerage Authority to receive all notices of meetings as required under the Open Public Meetings Act of the State of New Jersey, and to publish legal notices of the Rockleigh Sewerage Authority, and that *The Star Ledger* also be designated to receive all notice of meetings so required by law to publish legal ads when it is deemed expedient.

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Motion offered by Mr. Schaffer, seconded by Mrs. Feulner to approve the Consent Resolutions RSA 2018-1 through RSA 2018-5 as presented. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Feulner, Pontone, Schaffer, Mender

NAYS: None

ABSENT: Photiadis

ABSTAIN: None

The Motion passed.

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**MINUTE APPROVAL:**

Minutes of the December 4, 2017 Regular Meeting were presented for approval. No discussion took place. A Motion was offered by Mr. Pontone, seconded by Mr. Schaffer and approved with all Members present voting in the affirmative to accept the December 4, 2017 Minutes as presented. The Motion passed.

**OLD BUSINESS:**

No Old Business was discussed.

**NEW BUSINESS:**

Mr. Schaffer came forward to summarize the recent OSHA correspondence issued to him regarding several violations the Department of Labor issued to the RSA, the Borough and Rockleigh Fire Department. All of the violations pertaining to the RSA were rectified in a timely manner. Mr. Schaffer reported that missing signs from the pump station were installed and a protocol for lockout/tagout procedures for contractors servicing the sewerage pumping station on Paris Avenue was drafted. The following resolution was presented for approval:

**MOTION:**

**SECOND:**

**ROCKLEIGH SEWERAGE AUTHORITY  
County of Bergen  
State of New Jersey**

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**#RSA 2018-6**

**Re:** RESOLUTION APPROVING A PROTOCOL AND LOCKOUT/TAGOUT REQUIREMENT FOR CONTRACTORS SERVICING THE SEWERAGE PUMPING STATION ON PARIS AVENUE.

**WHEREAS,** a protocol and procedure has been prepared pertaining to a lockout/tagout requirement for contractors performing service and repair work at the

Rockleigh Sewerage Pumping Station on Paris Avenue in the form attached hereto as Exhibit A; and

**WHEREAS**, this procedure will meet certain regulatory requirements, including the Public Employees' Occupational Safety and Health Act and regulations adopted thereunder, as well as other regulations.

**NOW THEREFORE BE IT RESOLVED** by the Authority that the attached protocol and lockout/tagout requirement for contractors be and the same is hereby adopted and approved.

**Dated: February 5, 2018**

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Motion offered by Mr. Pontone, seconded by Mr. Mender to approve RSA resolution 2018-6 as presented. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer, Feulner, Mender

NAYS: None

ABSENT: Photiadis, Hansen

ABSTAIN: None

The Motion passed

**FINANCIAL BUSINESS/ PAYMENT OF CLAIMS:**

The Bill Lists for December 29, 2017 and February 5, 2018 were presented for discussion. Brief discussion took place regarding the identification of a few vendors. Following those questions, a Motion was offered by Mr. Cumiskey, seconded by Mrs. Feulner to approve the Bill Lists for December 29, 2017 and February 5, 2018 representing the RSA contractual obligations in the amount of \$4,632.25. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer, Feulner, Mender

NAYS: None

ABSENT: Photiadis, Hansen

ABSTAIN: None

The Motion passed.

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The meeting was opened to the public by a Motion offered by Mr. Pontone, seconded by Mr. Cumiskey. All Members present voted in the affirmative. The Motion passed. No public came forward. A Motion to close the meeting to the public was offered by Mr. Pontone seconded by Mr. Cumiskey. All Members voted in the affirmative. The Motion passed.

**CORRESPONDENCE:** None.

The Secretary noted that the 2017 Audit review will take place at the April 2, 2018 meeting along with the 2018 Sewer Rate Study by the Authority Auditors.

With no further business to come before the RSA, a Motion was offered by Mr. Pontone, seconded by Mr. Cumiskey to adjourn the meeting. All Members present voted in the affirmative to adjourn the meeting. The Motion passed.

Respectfully submitted,

  
Marcella Giampiccolo, Secretary  
Rockleigh Sewerage Authority