

**MINUTES OF RE-ORGANIZATION AND REGULAR MEETING OF THE
ROCKLEIGH SEWERAGE AUTHORITY
BOROUGH HALL, 26 ROCKLEIGH ROAD, ROCKLEIGH, NJ
FEBRUARY 4, 2019 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. Robert Schaffer and Mr. James Pontone whose term of office both expire on January 31, 2024.

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 Alternate Member Hansen.

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

At this time Nominations for the position of Chairman were made. Mr. Cumiskey was nominated by Mr. Schaffer and seconded by Mr. Mender 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. Mender. 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 2019 -1, RSA 2019-2, RSA 2019-3, RSA 2019-4 and RSA 2019-5 were presented:

**RESOLUTION (RSA 2019-1) 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 2019-2

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 2019, 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 2019-3

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.

RSA 2019-4

MOTION:
SECOND:

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

Re: RESOLUTION APPOINTING THE 2019 ROCKLEIGH SEWERAGE AUTHORITY OFFICERS

RESOLUTION to confirm appointment of the following individuals as Officers of the Rockleigh Sewerage Authority for the year 2019:

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

RSA 2019-5

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. Pontone, seconded by Mr. Schaffer to approve the Consent Resolutions RSA 2019-1 through RSA 2019-5 as presented. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Feulner, Pontone, Schaffer, Mender

NAYS: None

ABSENT: Photiadis, Hansen

ABSTAIN: None

The Motion passed.

MINUTE APPROVAL:

Minutes of the October 1, 2018 Regular Meeting (previously tabled) were presented for approval. No discussion took place. A Motion was offered by Mr. Cumiskey, seconded by Mrs. Feulner and approved with all Members present voting in the affirmative, except Photiadis, Pontone, Hansen and Mender, who abstained from vote, to accept the October 1, 2018 Minutes as presented. The Motion passed.

Minutes of the December 3, 2018 Regular Meeting were presented for approval. No discussion took place. A Motion was offered by Mr. Cumiskey, seconded by Mr. Mender and approved with all Members present voting in the affirmative, except Feulner, Pontone, Hansen, and Photidas, who abstained from vote, to accept the December 3, 2018 Minutes as presented. The Motion passed.

OLD BUSINESS:

No Old Business was discussed.

NEW BUSINESS:

Resolution 2019-6 was presented for consideration. Mr. Schaffer commented that this resolution was first adopted last year in connection with the services provided at the pump station. No other discussion took place.

MOTION:

SECOND:

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

#RSA 2019-6

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 4, 2019

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Motion offered by Mr. Pontone, seconded by Mr. Schaffer to approve RSA resolution 2019-6 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

Discussion took place regarding the Paris Avenue generator. Mr. McGuire reported he will meet with the generator operator at the next quarterly inspection early this year to determine what the status is with the existing diesel fuel in the generator and to determine if the operator suggests adding an additive to the fuel for winter. In addition, Mr. McGuire will inquire about changing out the existing fuel in the tank which has been there for a few years and inquire if any algae forms in the tank over the summer months. Discussion ended.

The Secretary reviewed the 2019 meeting schedule with the Members noting that due to the uncertainty of the 2018 RSA Audit review completion, a meeting for the month of April and June were advertised for the second quarter. In addition, the Secretary advised the Members that the 2020 budget introduction and adoption meetings require a 2/3 majority of members to be present to vote on the new budget and asked the Members to advise the office if they know of a conflict in advance of those scheduled meetings so arrangements can be made to reschedule a potential date.

FINANCIAL BUSINESS/ PAYMENT OF CLAIMS:

Resolution 2019-7 was presented for consideration:

MOTION:

SECOND:

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

#2019-7

Re: RESOLUTION ESTABLISHING INTEREST ON SERVICE CHARGES OF THE SEWERAGE AUTHORITY

WHEREAS, N.J.S.A. 40:14A-21 (hereinafter "the Statute") provides that whenever a service charge of any sewerage authority pertaining to any parcel of real estate property has not been paid when due, that interest shall accrue and be due to the sewerage authority on the unpaid balance at the rate of one and one-half (1½%) percent per month until such service charge and the interest thereon shall be fully paid to the sewerage authority; and

WHEREAS, the Rockleigh Sewerage Authority desires to implement this late charge consistent with the provisions of the Statute.

NOW THEREFORE BE IT RESOLVED by the Rockleigh Sewerage Authority that whenever any service charge pertaining to any parcel of real property has not been paid as of the due date or within ten (10) days of the date thereof, that interest on such service charge shall accrue at the rate of one and one-half (1½%) percent per month; and

BE IT FURTHER RESOLVED that a copy of the within resolution shall be forwarded to the Collector of the Borough in accordance with the provisions of the Statute.

FRANK CUMISKEY, Chair

Dated: February 4, 2019

Motion offered by Mr. Pontone, seconded by Mr. Schaffer to approve Resolution 2019-7 as presented. No discussion took place. The Roll Call vote was recorded as follows:
AYES: Cumiskey, Feulner, Pontone, Schaffer, Mender
NAYS: None
ABSENT: Photiadis, Hansen
ABSTAIN: None
The Motion passed.

The Bill Lists for December 31, 2018 and February 4, 2019 were presented for discussion. No discussion took place. Motion offered by Mrs. Feulner, seconded by Mr. Pontone to approve the Bill Lists for December 31, 2018 and February 4, 2019 representing the RSA contractual obligations in the amount of \$3,037.64. 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. Mender. 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. Mender. All Members voted in the affirmative. The Motion passed.

CORRESPONDENCE: None.

With no further business to come before the RSA, a Motion was offered by Mr. Pontone, seconded by Mr. Schaffer 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