

**MINUTES OF A REGULAR MEETING OF THE
ROCKLEIGH SEWERAGE AUTHORITY
HELD AT BOROUGH HALL
26 ROCKLEIGH ROAD, ROCKLEIGH, NEW JERSEY
OCTOBER 4, 2021 AT 7:30 PM**

Mr. Schaffer, Acting Chairman for this meeting as agreed to by all Members in agreement, 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 and on the Borough Hall website as required.

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

Present—Authority Member Schaffer, Authority Member Feulner, Authority Member Photiads (via phone call) and Authority Alternate Member Hansen

Absent: Chairman Cumiskey, Authority Member Pontone, and Authority Alternate Member Mender.

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

MINUTES: Minutes dated December 7, 2020, February 1, 2021 and July 12, 2021 were tabled due to lack of voting eligible quorum. These Minutes will be presented at the December 6, 2021 quarterly meeting.

OLD BUSINESS: None.

NEW BUSINESS:

The 2022 RSA budget was introduced for its First Reading. The CFO reviewed the highlights of the budget document, which was sent in advance to the membership for review. The RSA budget will remain the same as the last five (5) years. There will be a three (3) percent increase in 2022 for salaries. No other discussion took place. A Motion was offered by Mrs. Feulner, seconded by Mr. Hansen to approve the introduction of the 2022 RSA budget as presented. The Roll Call vote was recorded as follows:

AYES: Feulner, Photiadis, Schaeffer, Hansen

NAYS: None

ABSENT: Cumiskey, Pontone, Mender

ABSTAIN: None

The Motion passed.

The Second Reading and Public Hearing of the RSA 2022 budget will be held on December 6, 2021 at 7:30 PM.

FINANCIAL BUSINESS/ PAYMENT OF CLAIMS:

Resolution 2021-11 was presented for consideration which was the Bill Lists for August, 2021, September, 2021 and October 4, 2021. No questions pertaining to the Bill List were asked. A Motion offered by Mrs. Feulner, seconded by Mr. Hansen to approve the Bill Lists August, 2021, September 2021 and October 4, 2021 representing the RSA contractual obligations in the amount of \$297,953.56. The Roll Call vote was recorded as follows:

AYES: Feulner, Photiadis, Schaffer, Hansen

NAYS: None

ABSENT: Cumiskey, Pontone, Mender

ABSTAIN: None

The Motion passed.

* * * * *

The Record reflects that no members of the public were present for this meeting.

CORRESPONDENCE:

The correspondence listed on the agenda was briefly discussed.

With no further business to come before the RSA, a Motion was offered by Mrs. Feulner, seconded by Mr. Hansen 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

**MINUTES OF RE-ORGANIZATION AND REGULAR MEETING OF THE
ROCKLEIGH SEWERAGE AUTHORITY
HELD VIA REMOTE CONFERENCE CALL
FEBURARY 1, 2021 AT 7:30 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 doors and on the Borough Hall website as required.

The Oath of Office was not administered to Mr. Photiadis or Mr. Hansen, due to their lack of attendance.

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

Present– Chairman Cumiskey, Authority Member Pontone, Authority Member Schaffer

Absent: Authority Member Photiadis, Authority Member Feulner and Authority Alternate Member Hansen and Authority Alternate Member Mender and William J. McGuire, RSA Administrator.

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. Pontone nominated Mr. Cumiskey to continue as Chairman. Mr. Schaffer seconded that nomination. All Member presented voted in the affirmative to have Mr. Cumiskey continue as Chairman of the RSA. The Motion passed.

The floor was opened for nominations for the Vice Chairman position. Mr. Cumiskey nominated Mr. Pontone, seconded by Mr. Schaffer. 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 Motion passed.

The Chairman announced that the Consent Agenda resolutions would only require one motion and one vote. Each Resolution title was read into the record. Resolutions RSA 2021 -1, RSA 2021-2, RSA 2021-3, RSA 2021-4, RSA 2021-5 and RSA 2021-6 were presented:

RSA 2021-1

MOTION:

SECOND:

Re: RESOLUTION 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.

Dated: February 1, 2021

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their Re-Organization meeting held on February 1, 2021.

 Marcella Giampiccolo, Secretary

Member	Yes	No	Absent	Abstain
Cumiskey				
Feulner				
Photiadis				
Pontone				
Schaffer				
Mender (Alt. 1)				
Hansen (Alt.2)				

RSA 2021-2

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 2021, 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:

- ConnectOne, Haworth, New Jersey

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their Re-Organization meeting held on February 1, 2021.

 Marcella Giampiccolo, Secretary

Member	Yes	No	Absent	Abstain
Cumiskey				
Feulner				
Photiadis				
Pontone				
Schaffer				
Mender (Alt. 1)				
Hansen (Alt.2)				

RSA 2021-3

MOTION:

SECOND:

Re: RESOLUTION APPOINTING THE 2021 ROCKLEIGH SEWERAGE AUTHORITY OFFICERS

RESOLUTION to confirm appointment of the following individuals as Officers of the Rockleigh Sewerage Authority for the year 2021:

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

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their Re-Organization meeting held on February 1, 2021.

Marcella Giampiccolo, Secretary

Member	Yes	No	Absent	Abstain
Cumiskey				
Feulner				
Photiadis				
Pontone				
Schaffer				
Mender (Alt. 1)				
Hansen (Alt.2)				

RSA 2021-4

MOTION:

SECOND:

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.

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their Re-Organization meeting held on February 1, 2021.

 Marcella Giampiccolo, Secretary

Member	Yes	No	Absent	Abstain
Cumiskey				
Feulner				
Photiadis				
Pontone				
Schaffer				
Mender (Alt. 1)				
Hansen (Alt.2)				

RSA 2021-5

MOTION:

SECOND:

ROCKLEIGH SEWERAGE AUTHORITY
County of Bergen
State of New Jersey

#RSA 2021-5

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.

EXHIBIT A

Borough of Rockleigh Sewage Pump Station, Paris Avenue Lockout / Tagout Requirement for Contractors

Purpose;

Any contractor required to enter the Rockleigh sewage pumping station on Paris Ave for servicing and/or repairs shall have a "lockout / tagout program that is in compliance with the Occupational Safety and Health Administration Standard 29 CFR 1910.147, "The Control of Hazardous Energy". The program shall cover the control of hazardous energy for the contractor employees and any public for protection against injury and/or death, including equipment damage from unexpected startup, energizing and / or release of stored energy. The program shall apply to all sources of energy, including, but not limited to: mechanical, electrical, hydraulic, water pressure, pneumatic, chemical, and thermal energy. This program shall not apply to qualified/authorized person(s) for inspection services who do not require control of any energy sources for their inspection(s).

Repair / Maintenance Agreements;

Prior to any contract award for maintenance and repair of equipment within the Rockleigh Sewage Pump Station it shall be ascertained that the contractor does have a program in compliance to 29 CFR 1910.147 (lockout / tagout). *The contractor shall state in writing that they can comply with the procedure when returning bid requirements.* A copy of this procedure shall be supplied to each contractor and is included as part of the bid process. Failure to have such a program shall disqualify the contractor from any work which requires OSHA compliance to this standard. Lockout and/or tagout shall be performed only by the authorized contractors who are performing the servicing or maintenance.

Notification and coordination;

Whenever outside repair /servicing personnel are to be engaged in activities covered by the scope and application of this procedure, the contractor shall inform the Rockleigh Borough Office 201-768-4217 of their intent to enter the pumping station for repair or service, including any coordination of lockout and /or tagout that may be required. During the activity of lockout / tagout for repair, the contractor performing the work shall have complete control of any persons entering the station until all work is completed and the station is turned back to Rockleigh. Notification sequence for entry and coordination is as follows; the Sewage Authority Administrator - 1st, the Sewage Authority Chairman - 2nd and if unable to make contact with one of the first two, the Mayor. Also applies to emergency work. Documentation of coordination with the Borough of Rockleigh shall be retained and a copy forwarded to the Borough office.

Failure to adhere to Lockout / Tagout: Contractors failing to adhere to the provisions of the OSHA Hazardous Energy Control Standard will be asked to terminate their work until their program is brought into compliance.

Dated: February 1, 2021

	Yes	No	Absent	Abstain
Cumiskey				
Pontone				
Schaffer				
Photiadis				
Feulner				
Mender (ALT)				
Hansen (ALT)				

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their meeting held on February 1, 2021.

MARCELLA GIAMPICCOLO, Secretary

RSA 2021-6

MOTION:

SECOND:

ROCKLEIGH SEWERAGE AUTHORITY
County of Bergen
State of New Jersey

#2021-6

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 1, 2021

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their meeting held on February 1, 2021.

MARCELLA GIAMPICCOLO, Secretary

Member	Yes	No	Absent	Abstain
Cumiskey				
Feulner				
Photiadis				
Pontone				
Schaffer				
Mender (Alt. 1)				
Hansen (Alt.2)				

At this time a Motion was offered by Mr. Schaffer, seconded by Mr. Pontone to approve RSA Resolutions 2021-1 through 2021-6 as presented. The Roll Call vote was recorded as follows:
 AYES: Cumiskey, Pontone, Schaffer
 NAYS: None
 ABSENT: Feulner, Photiadis, Mender, Hansen
 ABSTAIN: None
 The Motion passed.

MINUTE APPROVAL:

Minutes of the December 7, 2020 Regular Meeting were presented for approval. Due to lack of voting eligible quorum, the Minutes of December 7, 2020 were tabled to the next meeting of the Rockleigh Sewerage Authority.

NEW BUSINESS:

Resolution 2021-7 was presented for consideration as follows:

MOTION:

SECOND:

ROCKLEIGH SEWERAGE AUTHORITY
County of Bergen
State of New Jersey

RSA 2021-7

Re: RESOLUTION APPROVING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH AND THE ROCKLEIGH SEWERAGE AUTHORITY

WHEREAS, the Uniform Shared Services and Consolidation Act (hereinafter “the Act”), *N.J.S.A. 40A:65-1, et seq.*, permits any local unit to enter into an agreement with any other local unit to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Borough of Rockleigh (“the Borough”) and the Rockleigh Sewerage Authority (“RSA”) are each constituted as a local unit pursuant to *N.J.S.A. 40A:65-3*; and

WHEREAS, the Borough and the RSA are parties to a Shared Services Agreement which provides that the RSA compensates the Borough for certain services provided to the RSA pertaining to use of the services of certain Borough officials which shall include the Borough Administrator/Deputy Clerk, Borough Clerk, Borough Chief Financial Officer, and two additional personnel, more particularly Liaison to the Town of Orangetown and Accounts Payable Clerk, which functions will be performed by several of the aforementioned municipal employees; and

WHEREAS, said Shared Services Agreement is for a five (5) year period and will expire on or about March 14, 2021; and

WHEREAS, the RSA has determined that renewal of the existing Agreement will be in its best interest.

NOW THEREFORE BE IT RESOLVED by the Rockleigh Sewerage Authority that it does hereby authorize an extension of the Agreement between the Borough and the RSA for the purposes detailed therein to March 14, 2026; and; and

BE IT FURTHER RESOLVED that Chair Frank Cumiskey and Secretary Marcella Giampiccolo be and are hereby authorized to execute the Shared Services Agreement on behalf of the RSA.

FRANK CUMISKEY, Chair

Dated: February 1, 2021

	Yes	No	Absent	Abstain
Cumiskey				
Pontone				
Schaffer				
Photiadis				
Feulner				
Mender (ALT)				
Hansen (ALT)				

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their meeting held on February 1, 2021.

MARCELLA GIAMPICCOLO, Secretary

Motion offered Mr. Cumiskey, seconded by Mr. Pontone to approve Resolution 2021-7 as presented. No discussion took place. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer

NAYS: None

ABSENT: Feulner, Photiadis, Mender, Hansen

ABSTAIN: None

The Motion passed.

Resolution 2021-8 was presented next for consideration as follows:

ROCKLEIGH SEWERAGE AUTHORITY
COUNTY OF BERGEN
STATE OF NEW JERSEY

RESOLUTION 2021-8

MOTION:

SECOND:

RE: ROCKLEIGH SEWERAGE AUTHORITY, BERGEN COUNTY, NEW JERSEY, 2021 Annual Schedule of Meetings

WHEREAS, all regular meetings of the Rockleigh Sewerage Authority of the Borough of Rockleigh during 2021 shall be held on the first Monday within a quarter period, and,

BE IT FURTHER RESOLVED meetings will held at 7:30 PM and conducted by an Electronic/Audio Meeting, in lieu of its in-person regular Public Meeting. Members of the public may access the meeting and call in any questions or comment during the portion of the meeting reserved for public comments by dialing (978) 990-5000; Access Code: 893000#. Notices of all the aforesaid meetings will be given in writing to the press as required by the Open Public

meetings Act of the State of NJ, by sending notice to The Record, the Borough's official newspaper and the Star Ledger.

MONDAY, FEBRUARY 1, 2021
MONDAY, JUNE 7, 2021
MONDAY, OCTOBER 4, 2021 *Budget Introduction
MONDAY, DECEMBER 6, 2021*Budget Adoption

Marcella Giampiccolo, Secretary

Dated: February 1, 2021

	Yes	No	Absent	Abstain
Cumiskey				
Pontone				
Schaffer				
Photiadis				
Feulner				
Mender (ALT)				
Hansen (ALT)				

I hereby certify that this is a true copy of the Resolution passed by the Rockleigh Sewerage Authority at their meeting held on February 1, 2021.

MARCELLA GIAMPICCOLO, Secretary

A Motion was offered by Mr. Cumiskey, seconded by Mr. Pontone to approve Resolution 2021-8 as presented. No discussion took place. All Members presented voted in the affirmative to adopt Resolution 2021-8 as presented. The Motion passed.

FINANCIAL BUSINESS/ PAYMENT OF CLAIMS:

Resolution 2021-9 was presented for consideration which was the Bill Lists for December 30, 2020 and February 1, 2021. Brief discussion took place regarding the pump station pump repair, which included the purchase and installation of a new pump. No other questions pertaining to the Bill List were asked. A Motion offered by Mr. Pontone, seconded by Mr. Cumiskey to approve the Bill Lists for December 31, 2020 and February 1, 2021 representing the RSA contractual obligations in the amount of \$9,858.00. The Roll Call vote was recorded as follows:

AYES: Cumiskey, Pontone, Schaffer

NAYS: None

ABSENT: Feulner, Photiadis, Mender,Hansen

ABSTAIN: None

The Motion passed.

The meeting was opened to the public by a Motion offered by Mr. Cumiskey, seconded by Mr. Schaffer. 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. Schaffer. All Members voted in the affirmative. The Motion passed.

CORRESPONDENCE:

Chairman Cumiskey reviewed the correspondence listed on the agenda with the Members. The report provided by Electrical Power Systems, Inc. from their last inspection of the pump station generator was listed as "all ok". At this time brief discussion took place regarding the performance of the pump station generator and questions regarding the fuel were addressed. The fuel in the generator is still at a near full level and the vendor confirmed that the fuel does not need to be changed as the generator continues to run daily and recycles itself. The Chairman asked if Mr. McGuire can question the vendor who provides the fuel to the pump station generator, if the fuel can grow any algae and cause the fuel to go bad. Discussion ended.

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