

## NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION

### PUBLIC COMMISSION MEETING

WEDNESDAY, DECEMBER 19, 2018

The monthly Public Meeting of the Commission was called to order by Chairman Charles P. Shotmeyer on Wednesday, December 19, 2018 at 9:06 a.m., One F.A. Orechio Drive, Wanaque, New Jersey.

Chairman Charles P. Shotmeyer, Vice Chairman Howard L. Burrell and Commissioners Alan S. Ashkinaze, Donald C. Kuser and Robert C. Garofalo were recorded present. Also present were Timothy J. Eustace, Executive Director, Todd R. Caliguire, Deputy Executive Director, Bhavini A. Doshi, Esq., Commission Counsel from the law firm of McManimon, Scotland & Baumann, LLC and Edmund Caulfield, Senior Counsel of the Governor's Authority Unit. Commissioner Jerome P. Amedeo was absent.

Chairman Shotmeyer asked everyone to stand and recite the Pledge of Allegiance.

Pursuant to the requirements of N.J.S.A. 10:4-6, et seq., Commission Secretary Kim Diamond acknowledged compliance with the statute. Commission Secretary Diamond advised that the provisions of the Open Public Meetings Act have been complied with as to the posting of notice in a public place reserved for such announcement and transmittal to the mass media for publication.

Commission Secretary Kim Diamond read the following resolution:

***WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and*

***WHEREAS**, the public body is of the opinion that such circumstances recently exist.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the North Jersey District Water Supply Commission of the State of New Jersey as follows:*

- 1. The public shall be excluded from discussions of the hereinafter-specified subject matters; the general natures of the subject matters to be discussed are Personnel, Pending Litigation and Contracts;*
- 2. It is anticipated at this time that the above stated subject matters will be ratified during the Public Meeting to follow or as soon thereafter as the reason for discussing the matters in the Executive Conference no longer exists.*
- 3. This Resolution shall take effect immediately.*

Commissioner Ashkinaze offered a motion to adopt the resolution regarding Section 8, Chapter 231, P.L. 1975 of the Open Public Meetings Act; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative. The Public Meeting was recessed at 9:08 a.m.

Chairman Shotmeyer reconvened the Public Meeting at 9:50 a.m.

## PUBLIC COMMISSION BUSINESS

### ACTION REQUIRED:

Commissioner Ashkinaze offered a motion to approve the Public Commission Meeting Minutes of November 28, 2018; seconded by Commissioner Garofalo and approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze and Garofalo voting in the affirmative. Commissioner Kuser abstained.

Commissioner Ashkinaze offered a motion to approve the Public Work Session Minutes of November 28, 2018; seconded by Commissioner Garofalo and approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze and Garofalo voting in the affirmative. Commissioner Kuser abstained.

Commissioner Ashkinaze offered a motion to approve the Purchase Requisitions over \$5000 Report for December 2018 in the amount of \$50,621.12; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**Commission Invoices:**

- a. **Invoice #2022-09 from Alpine Painting & Sandblasting for Contract #2022 – Task #3-6 Filters, Surface Wash & Pipe Gallery in the amount of \$660,189.20**  
Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approved invoice 3(a) for payment.
- b. **Invoice #1083-23 from Stone Hill Construction for Contract #1083 – Lagoon Decant Tower Discharge in the amount of \$238,132.50**  
Maria Alliegro, Director of Engineering and Paul Serillo, Director of Facilities approved invoice 3(b) for payment.
- c. **Invoice #0940312 from Arcadis US, Inc. for Contract #1095 – Security Project Construction Oversight in the amount of \$2,805.04**  
Charles Billings, Director of IT and Edwin Reyes, Project Engineer approved invoice 3(c) for payment.
- d. **Invoice #309356 from USIC, LLC for Contract #2019 – Underground Locating in the amount of \$4,137.71**  
Maria Alliegro, Director of Engineering and James Stachura, Project Engineer approved invoice 3(d) for payment.
- e. **Invoice from McPhee Electric (formerly JBL) for Contract #1081 – Electrical Contracting Services – Release of Retainage in the amount of \$58,540.00**  
Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approved invoice 3(e) for payment.
- f. **Invoice #21335 from Landscape Materials, Inc. for Contract #1089A – Removal of Residuals in the amount of \$10,480.00**  
David Kirkham, Director of Residuals Treatment Operations and Lewis Schneider, Director of Treatment/Lab & Compliance approved invoice 3(f) for payment.
- g. **Invoice #6 from Rapid Pump & Meter Service Co., Inc. for Contract #2025 – WSPS Traveling Screen Replacement in the amount of \$20,587.46**  
Paul Serillo, Director of Facilities and Chris Clamser, Project Engineer approved invoice 3(g) for payment.
- h. **Invoice #2009-06 from Allied Construction Group, Inc. for Contract #2009 – Wash Water Pump Modifications in the amount of \$11,434.32**  
Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approved invoice 3(h) for payment.
- i. **Invoice #23023 from Public Strategies Impact LLC for Community/Media Relations Consulting in the amount of \$4,250.00**

Tim Eustace, Executive Director approved invoice 3(i) for payment.

**j. Invoice #1977924 from Intralox LLC for PO #17-01710 – Purchase of Traveling Screens for WSPS in the amount of \$1,667.00**

Paul Serillo, Director of Facilities and Chris Clamser, Project Engineer approved invoice 3(j) for payment.

**k. Invoice from Peterson & Sons Tree Service, Inc. for Contract #2006-02 (B) – Clear and Remove Trees – Release of Retainage in the amount of \$3,750.00**

Maria Alliegro, Director of Engineering and Les Malytskyy approved invoice 3(k) for payment.

**l. Various Invoices from Pure Technologies/Wachs Water Services for Contract #1093 – Valve Exercising Services in the amount of \$11,250.00**

Maria Alliegro, Director of Engineering and Les Malytskyy approved invoice 3(l) for payment.

**m. Invoice #C-1811035 from J. Fletcher Creamer & Son, Inc. for JFC Job #00-2018-150 Parish Drive Emergency Aqueduct Repair in the amount of \$172,260.84**

Maria Alliegro, Director of Engineering and Les Malytskyy approved invoice 3(m) for payment.

**n. Invoice #C-1811036 from J. Fletcher Creamer & Son, Inc. for JFC Job #00-2018-150 Jackson Avenue Emergency Aqueduct Repair in the amount of \$24,312.22**

Maria Alliegro, Director of Engineering and Les Malytskyy approved invoice 3(n) for payment.

**o. Various Invoices from Jacobs Engineering Group, Inc. for Contract #1090 – General Consulting Engineering Services in the amount of \$58,416.13**

Maria Alliegro, Director of Engineering, Chris Clamser, Project Engineer and Les Malytskyy, Engineering Project Manager approved invoice 3(o) for payment.

Commissioner Ashkinaze offered a motion to approve invoices 3(a) through 3(o); seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Authorizing the Posting and Publishing of a Notice of Meetings in Accordance with the New Jersey Open Public Meetings Act**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF  
THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION  
AUTHORIZING THE POSTING AND PUBLISHING OF A NOTICE OF MEETINGS IN  
ACCORDANCE WITH THE NEW JERSEY OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, pursuant to Public Law 1975, c.231, Open Public Meetings Act, Paragraph 10, Section 13 (the “Act”), the North Jersey District Water Supply Commission (the “Commission”) may adopt and publish an “Annual Notice of Meetings” listing the location and the time and date of the regular meetings of the Commission scheduled during the year; and

**WHEREAS**, the Commission desires to hereby adopt its Annual Notice of Meetings for the period from January 2019 through December 2019 at which time a new Annual Notice shall be adopted and posted by the Commission in accordance with the Act.

**NOW, THEREFORE, BE IT RESOLVED** that the Commission hereby adopts the Notice set forth in “Schedule A”, attached hereto, as its Annual Notice of Meetings for the period January 2019 through December 2019 and the Commission’s Secretary is authorized by adoption of this Resolution to post and publish same in accordance with Section 10:4-18 (N.J.S.A. 10:4-18) of the Act.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing the posting and publishing of a Notice of Meetings in accordance with the New Jersey Open Public Meetings Act; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Authorizing the Award and Execution of Contract #2041 to Furnish and Deliver a Gas Chromatography System**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION  
AUTHORIZING THE AWARD AND EXECUTION OF CONTRACT #2041 TO FURNISH AND  
DELIVER ONE GAS CHROMATOGRAPHY SYSTEM**

**WHEREAS**, the North Jersey District Water Supply Commission (“**Commission**”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

**WHEREAS**, the Commission has determined that it is necessary to retain the services of a qualified contractor to furnish and deliver a gas chromatography system (the “**Services**”); and

**WHEREAS**, the Commission has been empowered pursuant to its enabling legislation – specifically N.J.S.A. 58:5-20 – to solicit bids in writing and award contracts after public advertisement; and

**WHEREAS**, the Commission publicly advertised and solicited bids, referenced as Contract #2041 for the Services, which were publicly opened on November 29, 2018; and

**WHEREAS**, in response to the Commission’s advertisement for public bids, the Commission received two (2) bids from the following contractors: (a) Agilent Technologies Inc. in the amount of \$51,161.60 (“**Agilent**”) and (b) Thermo Electron North America LLC in the amount of \$27,233.16 (“**Thermo**”); and

**WHEREAS**, the Commission’s evaluation committee reviewed and evaluated the bids and determined that the Thermo bid did not contain key items requested in the bid including, but not limited to, two micro ECD detectors, preprogrammed leak tests, set point and automation control from the local key board and capacity to count injections; and

**WHEREAS**, the Commission’s evaluation committee determined that Agilent submitted the lowest, responsible and complying bid for the Services, and recommended that Agilent be awarded the contract in accordance with the Commission’s enabling legislation and applicable State law; and

**WHEREAS**, the Commission has determined that the pricing proposed by Agilent is reasonable; and

**WHEREAS**, the Commission has further determined that Agilent possesses the requisite expertise and capability to perform the Services; and

**WHEREAS**, the Commission desires to retain the services of Agilent in accordance with the bid documents, Contract #2041, and the Agilent’s bid; and

**WHEREAS**, the award of this contract is necessary for the Commission’s efficient water treatment operations, the protection of the Commission’s water supply facilities, and the health, safety and welfare of the public; and

**WHEREAS**, the Chief Financial Officer of the Commission has certified that the funds will be available for this contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the North Jersey District Water Supply Commission that a contract for the Services be awarded to Agilent as the lowest complying and responsible bidder in accordance with the Commission’s enabling legislation and applicable State law, for the not-to-exceed amount of \$51,161.60; and

**BE IT FURTHER RESOLVED** that the Executive Director and General Counsel are hereby authorized to prepare a contract for the Services, incorporating the Commission's requirements as set forth in the bid documents, Contract #2041, and Agilent's bid; and

**BE IT FURTHER RESOLVED** that the Chairman or Vice Chairman of the Commission is hereby authorized to execute such a contract and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or Vice Chairman; and

**BE IT FURTHER RESOLVED** that a copy of this resolution and the contract shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing the award and execution of Contract #2041 to furnish and deliver a gas chromatography system; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Authorizing Amendment No. 3 to Contract #2022 with Alpine Painting & Sandblasting Contractors**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION  
AUTHORIZING AMENDMENT NO. 3 TO CONTRACT #2022 WITH ALPINE PAINTING &  
SANDBLASTING CONTRACTORS**

**WHEREAS**, the North Jersey District Water Supply Commission ("**Commission**") is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

**WHEREAS**, the Commission had previously determined that it has a need to retain the services of certified contractors with demonstrable experience in lead abatement, painting of elevated tanks and steel structures, sandblasting, and piping and paint systems as it pertains to the maintenance and painting of two (2) elevated water storage tanks and recoating of pipes, structural elements, replacement of filter room lighting, demolition of dehumidification ducts, superficial concrete repair, and the replacement of existing natural gas lines at the Wanaque Water Treatment Plant (the "**Services**"); and

**WHEREAS**, on or about April 11, 2017, the Commission publicly advertised and solicited proposals for the Services; and

**WHEREAS**, on or about June 28, 2017, the Commission adopted a resolution awarding a contract to Alpine Painting & Sandblasting Contractors ("**Alpine**") in the not-to-exceed amount of \$3,093,684.00 ("**Contract #2022**"); and

**WHEREAS**, at the request of the Commission, Alpine submitted a proposed Contract Amendment No. 1 to perform additional repair work in the amount of \$232,800.00 ("**Amendment No. 1**"), and on or about May 23, 2018, the Commission approved Amendment No. 1 to Contract #2022; and

**WHEREAS**, during the course of work pursuant to Amendment No. 1, the Commission determined that it was necessary to request additional work in an amount not to exceed \$385,947.00 ("**Amendment No. 2**"), and on or about October 24, 2018 the Commission approved Amendment No. 2 to Contract #2022; and

**WHEREAS**, on December 4, 2018 Alpine notified the Commission that the contract amount of \$46,000.00 for lead abatement would not be necessary as no lead paint was discovered during testing; and

**WHEREAS**, the Commission desires to reallocate these funds to use towards filter rehabilitation under Amendment No. 2 to Contract #2022 ("**Amendment No. 3**"); and

**WHEREAS**, Amendment No. 3 to Contract #2022 is only a scope change and does not change the contract amount; and

**WHEREAS**, the Commission has determined that Amendment No. 3 to Contract #2022 is necessary for the efficient operation of the Commission and the maintenance of the Commission's water supply system.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the North Jersey District Water Supply Commission that the proposed Amendment No. 3 to Contract #2022 with Alpine be and is hereby approved with no change in the total contract amount; and

**BE IT FURTHER RESOLVED** that the Executive Director and General Counsel are hereby authorized to prepare Amendment No. 3 to Contract #2022; and

**BE IT FURTHER RESOLVED** that the Chairman or Vice Chairman of the Commission is hereby authorized to execute Amendment No. 3 to Contract #2022, and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or the Vice Chairman; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing Amendment No. 3 to Contract #2022 with Alpine Painting & Sandblasting Contractors; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Authorizing Amendment No. 5 to Contract #1090**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY  
COMMISSION AUTHORIZING AMENDMENT NO. 5  
TO CONTRACT #1090**

**WHEREAS**, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

**WHEREAS**, the Commission had previously determined there was a need to retain the services of a general consulting engineering firm with expertise in the planning, design, construction, maintenance and operations of public water supply systems, for an initial two-year term (the “Engineering Services”); and

**WHEREAS**, on November 12, 2015, the Commission publicly advertised and solicited proposals referenced as RFP #016-2015 for Engineering Services, and received proposals from interested firms on or about December 1, 2015; and

**WHEREAS**, on or about January 22, 2016, the Commission adopted Resolution No. 1606 awarding RFP #016-2015 to Jacobs Engineering Group, Inc. (“Jacobs”) for a two-year term in the not-to-exceed contract amount of \$250,000.00 per contract year (“Contract #1090”); and

**WHEREAS**, on or about July 27, 2016, the Commission adopted a resolution authorizing Amendment No. 1 to Contract #1090 to increase the \$250,000.00 not-to-exceed cap for year one by an additional \$250,000.00 to \$500,000.00 to permit Jacobs to undertake several additional projects within the scope of the Engineering Services; and

**WHEREAS**, on or about September 27, 2017, the Commission adopted a resolution extending Contract #1090 for an additional one-year period on the same terms and conditions set forth in Contract #1090, to run from April 2018 to April 2019; and

**WHEREAS**, on or about December 20, 2017, the Commission adopted a resolution to modify the term of the one-year extension to run from January 2018 to December 2018 in order to align the extended term of Contract #1090 with the Commission’s 2018 budgetary year, without altering any other terms and conditions of Contract #1090 (“Amendment No. 2”); and

**WHEREAS**, on April 25, 2018, the Commission approved Amendment No. 3 to Contract #1090 to address several projects that have arisen within the scope of Contract #1090, which allocated an additional \$250,000.00 for calendar year 2018, for a total not-to-exceed amount of \$500,000.00; and

**WHEREAS**, on or about September 26, 2018, the Commission adopted a resolution approving Amendment No. 4 to Contract #1090, authorizing Jacobs to, among other things, undertake the 10% design for the Lagoon Phase 2 project, and additional on-call tasks as needed, which allocated an additional \$250,000 for calendar year 2018, for a total not-to-exceed amount of \$750,000.00; and

**WHEREAS**, the Commission has a need to retain a qualified firm to perform the Engineering Services for calendar year 2019, and Jacobs has performed said services professionally and efficiently during the term of its contract; and

**WHEREAS**, pursuant to the original terms and conditions of Contract #1090, the Commission may, in its discretion, extend the term of Contract #1090 for one final year, and the Commission desires to exercise its final one-year extension option, with an allocated amount of \$250,000.00 for calendar year 2019; and

**WHEREAS**, Jacobs has consented to the final one-year extension of Contract #1090 but has requested that the Commission amend the pay classification structure of said contract to incorporate a pay classification level P6 for subject matter experts and technical specialists with greater than fifteen (15) years of experience; and

**WHEREAS**, Commission staff have reviewed this proposed amendment to Contract #1090 and have recommended that the Commission authorize the same, in light of the Commission's positive experiences with Jacobs and their level of professional experience; and

**WHEREAS**, the adoption of this resolution and subsequent execution of an Amendment No. 5 to Contract #1090, including the contract extension and the pay classification change, is necessary for the Commission's efficient water treatment operations, the protection of the Commission's water supply facilities, and the health, safety and welfare of the public; and

**WHEREAS**, the Chief Financial Officer of the Commission has certified that the funds will be available for this extension and amendment to Contract #1090.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the North Jersey District Water Supply Commission that Amendment No. 5 to Contract #1090, including the contract extension for calendar year 2019 and the pay classification change, be and is hereby authorized; and

**BE IT FURTHER RESOLVED** that the Executive Director and General Counsel are hereby authorized to prepare Amendment No. 5 to Contract #1090, in a form and content acceptable to the Commission; and

**BE IT FURTHER RESOLVED** that the Chairman or Vice Chairman of the Commission is hereby authorized to execute Amendment No. 5 to Contract #1090 and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or the Vice Chairman.

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing Amendment No. 5 to Contract #1090; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Adopting the 2019 Annual Budget for the Wanaque North Project and Authorizing the Executive Director to Take all Necessary and Appropriate Steps in Furtherance Thereof**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION  
ADOPTING THE 2019 ANNUAL BUDGET FOR THE WANAQUE NORTH PROJECT  
AND AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY AND  
APPROPRIATE STEPS IN FURTHERANCE THEREOF**

**WHEREAS**, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

**WHEREAS**, pursuant to N.J.S.A. 58:5-40, the Commission shall cause to be prepared, not later than December 31st of each year, a separate annual budget for the operating expenses of each water supply system and water transmission facility which it operates; and

**WHEREAS**, in accordance with N.J.S.A. 58:5-40, the Commission shall fix a time and place for a hearing on each budget and shall send notice of such hearing to the participants and contracting municipalities at least 10 days before the date fixed for the hearing; and

**WHEREAS**, the Commission has developed a Wanaque North Project Annual Budget for the calendar year beginning on January 1, 2019 and ending on December 31, 2019 (the “2019 Annual Budget”), including total appropriations of \$41,680,358.00 which appropriations are anticipated to be sufficient to meet all of the Commission’s operating, capital and debt service obligations for the Wanaque North Project during that period; and

**WHEREAS**, following notice to each of the participants and contracting municipalities, a hearing on the 2019 Annual Budget was duly held on December 19, 2018, in accordance with N.J.S.A. 58:5-40; and

**WHEREAS**, the Commission desires to approve the 2019 Annual Budget and to authorize its Executive Director to take all steps necessary and appropriate to implement this budget on behalf of the Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the North Jersey District Water Supply Commission at its meeting held on December 19, 2018, as follows:

1. The Commission has duly reviewed and approves the proposed 2019 Annual Budget with a total appropriation of \$41,680,358.00; and
2. The Commission’s Executive Director is hereby authorized and directed to take all steps necessary to implement the 2019 Annual Budget, including any appropriate reorganization plans and staffing modifications, including without limitation the elimination of any staff positions; and
3. Copies of the Annual Budget shall be provided to all contracting municipalities in accordance with N.J.S.A. 58:5-40.

Commissioner Ashkinaze offered a motion to adopt the resolution adopting the 2019 annual budget for the Wanaque North Project and authorizing the Executive Director to take all necessary and appropriate steps in furtherance thereof; seconded by Commissioner Kuser and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Resolution – Adopting the 2019 Annual Budget for the Wanaque South Project and Authorizing the Executive Director to Take all Necessary and Appropriate Steps in Furtherance Thereof**

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION  
ADOPTING THE 2019 ANNUAL BUDGET FOR THE WANAQUE SOUTH PROJECT  
AND AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY AND  
APPROPRIATE STEPS IN FURTHERANCE THEREOF**

**WHEREAS**, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and



**WHEREAS**, pursuant to N.J.S.A. 58:5-40, the Commission shall cause to be prepared, not later than December 31st of each year, a separate annual budget for the operating expenses of each water supply system and water transmission facility which it operates; and

**WHEREAS**, in accordance with N.J.S.A. 58:5-40, the Commission shall fix a time and place for a hearing on each budget and shall send notice of such hearing to the participants and contracting municipalities at least 10 days before the date fixed for the hearing; and

**WHEREAS**, the Commission has developed a Wanaque South Project Annual Budget for the calendar year beginning on January 1, 2019 and ending on December 31, 2019 (the “2019 Annual Budget”), including total appropriations of \$18,490,400.00 which appropriations are anticipated to be sufficient to meet all of the Commission’s operating, capital and debt service obligations for the Wanaque South Project during that period; and

**WHEREAS**, following notice to each of the participants and contracting municipalities, a hearing on the 2019 Annual Budget was duly held on December 19, 2018, in accordance with N.J.S.A. 58:5-40; and

**WHEREAS**, the Commission desires to approve the 2019 Annual Budget and to authorize its Executive Director to take all steps necessary and appropriate to implement this budget on behalf of the Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the North Jersey District Water Supply Commission at its meeting held on December 19, 2018, as follows:

1. The Commission has duly reviewed and approves the proposed 2019 Annual Budget with a total appropriation of \$18,490,400.00; and
2. The Commission’s Executive Director is hereby authorized and directed to take all steps necessary to implement the 2019 Annual Budget, including any appropriate reorganization plans and staffing modifications, including without limitation the elimination of any staff positions; and
3. Copies of the Annual Budget shall be provided to all contracting municipalities in accordance with N.J.S.A. 58:5-40.

Commissioner Ashkinaze offered a motion to adopt the resolution adopting the 2019 annual budget for the Wanaque South Project and authorizing the Executive Director to take all necessary and appropriate steps in furtherance thereof; seconded by Commissioner Kuser and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Wanaque North Operating Account:**

Upon Chief Financial Officer Schaffner’s certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Ashkinaze offered a motion to approve the Wanaque North Operating Account in the amount of \$1,945,705.61; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Wanaque South Operating Account:**

Upon Chief Financial Officer Schaffner’s certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Ashkinaze offered a motion to approve the Wanaque South Operating Account in the amount of \$268,436.56; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**Wanaque South Joint Venture Operating Account:**

Upon Chief Financial Officer Schaffner’s certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Ashkinaze offered a motion to approve the Wanaque South Joint Venture Operating Account in the amount of \$800,752.16; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

**PUBLIC COMMISSION MEETING**

**DECEMBER 19, 2018**

There being no further business, Commissioner Ashkinaze offered a motion to adjourn the meeting at 10:03 a.m.; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative.

Respectfully submitted,

Kim Diamond  
Commission Secretary