



# ***UNION COUNTY UTILITIES AUTHORITY***

1499 Routes 1 & 9, North, Rahway, New Jersey 07065

(732) 382-9400  
FAX (732) 382-5862

## **Regular Monthly Meeting April 19, 2023**

1. Call to order by Chairman Szpond
2. Notice of Compliance with Open Public Meetings Act
3. Roll Call of Commissioners
4. Pledge of Allegiance
5. Proof of Notice
6. Approval of the Public Session Minutes of March 15, 2023 **(R24-2023)**
7. Communications
8. Report of Officers
9. Report of Committees, Staff & Counsel - Public Session I
  - a. Finance & Budget
    - i. Payment of Bills **(R25 & 26-2023)**
  - b. Personnel/Procurement/Insurance
    - i. Accepting the retirement of Thomas M. Brennan, approving payments for unused accrued vacation and sick leave and authorizing retiree health benefits. **(R27-2023)**
    - ii. Authorizing an amendment to the previously awarded contract for financial advisory services. **(R28-2023)**
10. New Business
11. Public Comment
12. Report of Committees, Staff & Counsel – Executive Session

*There are no items for discussion in executive session.*
13. Report of Committees Staff & Counsel – Public Session II  
*Discussion & action on any other item listed in #12*
14. Old/Unfinished Business
15. Public Comments by Commissioners/County Commissioner Liaison Granados
16. Adjournment



# UNION COUNTY UTILITIES AUTHORITY

1499 US Highway One, Rahway, New Jersey 07065

(732) 382-9400

FAX (732) 382-5862

RESOLUTION NO.: 24-2023

DATE: April 19, 2023

## RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY APPROVING THE PUBLIC SESSION MINUTES OF THE REGULAR PUBLIC MEETING HELD MARCH 15, 2023

APPROVED AS TO FORM:  
Bianka Vargas  
Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
 YES  NO  NONE REQUIRED  
UNION COUNTY UTILITIES AUTHORITY

By: \_\_\_\_\_

By: \_\_\_\_\_

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<b>Eastman</b> , <i>Treasurer</i>							
<b>Jackus</b>							
<b>Kahn</b>							
<b>Holder</b>							
<b>McManus</b> , <i>Secretary</i>							
<b>People</b>							
<b>Rachlin</b>							
<b>Scutari</b> , <i>Vice Chairperson</i>							
<b>Szpond</b> , <i>Chairperson</i>							
<b>Alma</b> , <i>Alternate No. 1</i>							
<b>Scott-Bey</b> , <i>Alternate No. 2</i>							

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY  
APPROVING THE PUBLIC SESSION MINUTES OF THE  
REGULAR PUBLIC MEETING HELD MARCH 15, 2023**

**WHEREAS**, the County of Union, New Jersey has previously developed the Union County District Solid Waste Management Plan in accordance with the New Jersey Solid Waste Management Act for the purpose of managing the disposal and/or recycling of solid waste generated in Union County; and

**WHEREAS**, the Board of County Commissioners (formerly County Board of Chosen Freeholders) has designated the Union County Utilities Authority (the "Authority"), in accordance with the Solid Waste Management Act, as the implementing agency for its Solid Waste Management Plan; and

**WHEREAS**, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., the Authority is permitted to exclude the public from that portion of its regular monthly meetings and/or special meetings in order to discuss matters pertaining to contracts, anticipated or pending litigation and personnel issues; and

**WHEREAS**, the Clerk of the Authority separately maintains minutes of those portions of the meetings during which the public is excluded to memorialize the discussions that take place during these executive sessions from the discussions during the portions of the meetings open to the public; and

**WHEREAS**, the minutes for the public minutes of the regular monthly meeting held on March 15, 2023 have been reviewed by the Commissioners of the Authority for approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the Union County Utilities Authority as follows:

**Section 1.** The governing body of the Union County Utilities Authority has reviewed and hereby approves the public session meeting minutes of the Authority's March 15, 2023 meeting.

**Section 2.** This resolution shall take effect immediately.

**Union County Utilities Authority  
Regular Monthly Meeting  
March 15, 2023**

Chairman Szpond called the meeting to order at 5:31 p.m., by way of the Union County Utilities Authority, 1499 Routes 1 & 9 North, Rahway, New Jersey. The meeting was held electronically via Zoom's virtual meeting online platform.

Notice of Compliance with the Open Public Meetings Act was read by Bianka Vargas, Clerk of the Authority.

A roll call of the Commissioners showed the following present: Commissioners Eastman, Holder, Kahn, People, Rachlin, Chairman Szpond, Vice-Chair Scutari, Alternate Commissioners Alma and Scott-Bey.

Commissioners Absent: Commissioners Jackus and McManus.

Others Present: Kraig Dowd of Weber Dowd Law; Union County Commissioner Sergio Granados; Acting Executive Director Linda Stender; Deputy Executive Director/Director of Administrative Services Lisa M. da Silva; and Clerk Bianka Vargas.

Mr. Szpond led the Pledge of Allegiance.

Ms. Vargas provided Proof of Notice of the meeting.

### **Approval of Minutes**

Commissioner People moved for approval of the public session minutes of the Annual Reorganization Meeting held on February 15, 2023. The motion was seconded by Commissioner Eastman and was approved by a roll call vote.

### **Communications**

There were no communications.

### **Report of Officers**

There were no reports from the officers.

### **Finance and Budget Committee**

Commissioner Eastman gave the report of the Finance and Budget Committee. The Committee recommended approval of the bill list.

Vice-Chair Scutari moved the following resolutions, 1) Approving operating and resource recovery facility vouchers for processing and payment; 2) Approving consulting and legal vouchers for processing and payment. The motion was seconded by Commissioner Holder and was unanimously ordered approved by a roll call vote.

## **Personnel/Procurement/Insurance**

Chairman Szpond gave the report and recommendations of the Personnel/Procurement/Insurance Committee.

In line with the recommendations Vice-Chair Scutari moved the following resolutions: 1) Adopting a revised list of firms qualified to provide services to the authority and awarding contracts to, and authorizing the execution of contracts with, certain professionals and consultants to the authority; 2) Authorizing the execution of contracts with, previously appointed and reappointed professionals and consultants to the authority for 2023. The motion was seconded by Commissioner People and was approved by a roll call vote, with all voting in favor.

*Commissioner Jackus joined the meeting at 5:37pm*

## **New Business**

There were no items of new business.

## **Public Comment**

No members of the public were present.

## **Report of Committees, Staff & Counsel – Executive Session**

There were no items for discussion in executive session.

## **Report of Committees, Staff & Counsel – Public Session II**

## **Old/Unfinished Business**

There was no unfinished business.

## **Public Comment by Commissioners/County Commissioner Liaison Granados**

There were no comments.

There being no further business to come before the Authority, Commissioner Eastman moved to adjourn the meeting. The motion was seconded by Commissioner People and was unanimously ordered approved by a voice vote. The meeting was adjourned at 5:39 pm.

Respectfully submitted,

Bianka Vargas  
Clerk

Ray Szpond  
Chairman

Margret McManus  
Secretary

## **EXECUTIVE SESSION**

There was no executive session held on February 15, 2023



# UNION COUNTY UTILITIES AUTHORITY

1499 US Highway One, Rahway, New Jersey 07065

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RESOLUTION NO.: 25-2023

DATE: April 19, 2023

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY APPROVING  
OPERATING AND RESOURCE RECOVERY FACILITY VOUCHERS FOR  
PROCESSING AND PAYMENT.**

**THE PAYMENT OF THE ATTACHED VOUCHERS ARE SUBJECT  
TO THE CERTIFICATION OF AVAILABILITY OF FUNDS.**

APPROVED AS TO FORM:  
Bianka Vargas  
Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
[ ] YES [ ] NO [ ] NONE REQUIRED  
UNION COUNTY UTILITIES AUTHORITY

By: \_\_\_\_\_

By: \_\_\_\_\_

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<i><b>Eastman, Treasurer</b></i>							
<i><b>Jackus</b></i>							
<i><b>Holder</b></i>							
<i><b>Kahn</b></i>							
<i><b>McManus, Secretary</b></i>							
<i><b>People</b></i>							
<i><b>Rachlin</b></i>							
<i><b>Scutari, Vice Chairperson</b></i>							
<i><b>Szpond, Chairperson</b></i>							
<i><b>Alma, Alternate No. 1</b></i>							
<i><b>Scott-Bey, Alternate No. 2</b></i>							

UCUA OPERATING VOUCHERS FOR THE PERIOD 3/16/23-4/19/23

<u>Firm</u>	<u>Description</u>	
Garden State Industrial	Office Cleaning- 3/31/23	\$700.00
Unifirst	Enforcement Uniforms-thru 4/11/23 (4 Wks)	661.04
Ace Walco Pest Control	Monthly Service-thru 3/31/23	146.54
City of Rahway	Host Community Fee- 3/31/23	337,500.00
City of Rahway	Host Community Fee- 3/31/23- \$1 Per Ton	3,108.51
NJUA-JIF	General Ins.-Auto. W/C, Liab. Cyber, etc. 5/15/23	24,211.00
County of Union	9/30/22 & 12/31/22-Shared Services-Solid Waste	<u>75,000.00</u>
	<b>Total</b>	<b><u>\$441,327.09</u></b>



## UNION COUNTY UTILITIES AUTHORITY

Bills Paid For The Period 3/16/23-4/19/23

VENDOR	Description	AMOUNT
Union County Employees FCU	Credit Union- 3/23/23	\$865.00
Union County Employees FCU	Credit Union- 3/30/23	865.00
Union County Employees FCU	Credit Union- 4/6/23	865.00
Union County Employees FCU	Credit Union- 4/13/23	865.00
Union County Employees FCU	Credit Union- 4/20/23	865.00
ADP, LLC	Payroll Processing- 3/4-4/1/23 (4 Wks)	1,554.77
Teamsters Local 125	Union Dues 2/28/23	344.80
Teamsters Local 125	Union Dues 3/31/23	431.00
Team Car Wash	Car Washes (8) -3/31/23	127.68
Zoom Video Communications Inc.	Monthly Service- 4/13/23	10.00
Ready Refresh	Office Water Supply- 3/31/23	50.46
Quadient Finance	Postage Machine Replenishment	700.00
Quadient Leasing	Postage Machine/Scale Lease-5/8-8/7/23	291.00
Red Wing Shioes	Safety Shoes (1)- AJ	175.00
Maffey's Security Group	OpenEye System Service	160.00
Maffey's Security Group	Keyscan Door Annual Contract 2023-2024	528.00
Benefit Analysis, Inc.	2022 Annual Election- Flex Spending Plan	3,120.00
Benefit Analysis, Inc.	2023 Annual Election- Flex Spending Plan	3,040.00
institute of Forensic Psychology	Personnel Evaluation Report	2,250.00
Institute of Prof. Develop.	Webinars(5)-5/3-8/2/23 Employee Overviews- Ld	250.00
NJ State League of Municip.	Webinar(1)-Appts & Renewals 4/23/23	45.00
Professional Gov't Educators	Webinar(1)- Ethics & Int.Control 4/18/23	90.00
Affordable Interior Systems	Kitchen Furniture (Table, Chairs & Cabinet)	5,566.68
NJMVC	Registration-2013 Ford Focus (A33CZY)	46.50
NJMVC	Registration-2013 Ford Explorer (B65DGB)	71.50
Computershare	Annual Trustee Fees- 2022 A & B SW Bonds	6,000.00
Sisbarro Towing	2013 Ford Focus-A32CZY Towed to County DMV	175.00
Home News	Subscription Renewal- 3/31/23	109.00
NJ Advance Media	Affadavit-UCUA Schedule	229.00
NJ Advance Media	Affadavit-Notice of Contract Award	228.14
Worrall Newspapers	Affadavit-Contract Award	64.10
Ditto Copy	Monthly Copier (2) Usage- 3/6/23	65.17
Ditto Copy	Monthly Copier (2) Usage- 9/1/22	53.22
Ditto Copy	Annual Service Contract 5/14/23-5/13/24	125.00
Ditto Copy	Monthly Copier (2) Usage 4/4/23	93.68
Rutgers Lifelong Learning	Purchasing Course- SK- 7/10-8/7/23	944.00
Staples	Office Supplies (3 Invoices)	86.17
Staples	Office Supplies (3 Invoices)	506.89
Great America Lease	Copier Machines Lease (2)- 3/28/23	714.57
Comcast Business	Cable, Data & Voice- 3/9/23	974.30
Verizon Mobile	Investgators/Admin-Cell Phones(11)- 3/23/23	391.84
Horizon BC/BS of NJ	Group Health Plan-B/C-B/S- 3/31/23	24,408.85
Horizon BC/BS of NJ	Group Dental Plan- 4/1/23	721.10
The Standard	Group Term Life- 4/1/23	150.69
CVS/caremark	Group Prescription Plan- 3/31/23	3,497.32
MetLife	S/T & L/T Disability Plan- 4/1/23	918.50
City of Elizabeth	Tipping Fee Rebate- 3/31/23	68,630.40
Borough of Roselle Park	Tipping Fee Rebate- 3/31/23	4,827.24
Township of Union	Tipping Fee Rebate- 3/31/23	24,316.32
Verizon Wireless	Admin/Enforce- Tablets & Cells(10)- 3/13/23	360.09
	Total Paid-Per-Due Date	\$161,767.98
<b>Bank Account- Date Paid</b>	<b>Description</b>	<b>Amount</b>
Wells Fargo- 4/5/23	Covanta Serv. Fee Program Waste- 3/31/23	\$829,317.87
Bank of America- 4/5/23	Covanta Serv. Fee Contract Waste-3/31/23	1,304,859.65
Wells Fargo- 3/21/23	Annual PERS Appropriation Payment 2022	217,384.00
	Total	\$2,351,561.52



# UNION COUNTY UTILITIES AUTHORITY

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RESOLUTION NO.: 26-2023

DATE: April 19, 2023

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY APPROVING CONSULTING AND LEGAL VOUCHERS FOR PROCESSING AND PAYMENT.**

**THE PAYMENT OF THE ATTACHED VOUCHERS ARE SUBJECT TO THE CERTIFICATION OF AVAILABILITY OF FUNDS.**

APPROVED AS TO FORM:  
Bianka Vargas  
Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
 YES  NO  NONE REQUIRED  
UNION COUNTY UTILITIES AUTHORITY

By: \_\_\_\_\_

By: \_\_\_\_\_

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<b>Eastman</b> , <i>Treasurer</i>							
<b>Jackus</b>							
<b>Holder</b>							
<b>Kahn</b>							
<b>McManus</b> , <i>Secretary</i>							
<b>People</b>							
<b>Rachlin</b>							
<b>Scutari</b> , <i>Vice Chairperson</i>							
<b>Szpond</b> , <i>Chairperson</i>							
<b>Alma</b> , <i>Alternate No. 1</i>							
<b>Scott-Bey</b> , <i>Alternate No. 2</i>							

UCUA LEGAL VOUCHERS FOR THE PERIOD 3/16/23-4/19/23

<u>Firm</u>	<u>Description</u>	
Weber Dowd Law, LLC	General Counsel- 3/31/23	\$6,337.59
Weber Dowd Law, LLC	Enforcement Counsel- 3/31/23	832.50
Weiner Law Group LLP	Labor Law Services- 1/31/23	1,805.18
Weiner Law Group LLP	Labor Law Services- 2/28/23	3,366.00
Weiner Law Group LLP	Labor Law Services- 3/31/23	2,392.50
	TOTAL TO BE PAID	<u>\$14,733.77</u>

**UCUA RRF CONSULTING VOUCHERS FOR THE PERIOD 3/16/23-4/19/23**

<u>Firm</u>	<u>Description</u>	
All Covered	Monthly Tracker Cloud Services Fee- 3/31/23	\$1,729.35
D & B Engineers & Architects of NJ	Monitoring Engineer Services- 2/25-3/31/23	1,277.50
CME Associates	Engineer Services- Compost Facility	895.50
CME Associates	Engineer Services- Meetings- 2/20-3/24/23	796.00
CME Associates	Engineer Services- R.T.K Survey- 2/20-3/24/23	397.75
CME Associates	Engineer Services- Cycle Chem- 2/20-3/24/23	447.75
	<b>TOTAL TO BE PAID</b>	<b><u>\$5,543.85</u></b>



# UNION COUNTY UTILITIES AUTHORITY

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RESOLUTION NO.: 27-2023

DATE: April 19, 2023

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY  
ACCEPTING THE RETIREMENT OF THOMAS M. BRENNAN,  
APPROVING PAYMENTS FOR UNUSED ACCRUED VACATION AND  
SICK LEAVE AND AUTHORIZING RETIREE HEALTH BENEFITS.**

APPROVED AS TO FORM:  
Bianka Vargas  
Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
 YES  NO  NONE REQUIRED  
UNION COUNTY UTILITIES AUTHORITY

By: \_\_\_\_\_

By: \_\_\_\_\_

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<b>Eastman</b> , <i>Treasurer</i>							
<b>Jackus</b>							
<b>Holder</b>							
<b>Kahn</b>							
<b>McManus</b> , <i>Secretary</i>							
<b>People</b>							
<b>Rachlin</b>							
<b>Scutari</b> , <i>Vice Chairperson</i>							
<b>Szpond</b> , <i>Chairperson</i>							
<b>Alma</b> , <i>Alternate No. 1</i>							
<b>Scott-Bey</b> , <i>Alternate No. 2</i>							

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY  
ACCEPTING THE RETIREMENT OF THOMAS M. BRENNAN,  
APPROVING PAYMENTS FOR UNUSED ACCRUED VACATION AND  
SICK LEAVE AND AUTHORIZING RETIREE HEALTH BENEFITS.**

**WHEREAS**, Thomas M. Brennan has faithfully and capably served the Union County Utilities Authority (the "Authority") since May 17, 1993 in a number of roles, including as its Deputy Director and Comptroller; and

**WHEREAS**, after more than three decades of outstanding service and leadership, Mr. Brennan has announced his retirement from the Authority, effective June 30, 2023; and

**WHEREAS**, pursuant to the Authority's policies, certain retiring employees such as Mr. Brennan are entitled to health benefits upon retirement and are to be compensated for their unused accrued vacation and sick leave.

**NOW, THEREFORE, BE IT RESOLVED** by the Union County Utilities Authority as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Commissioners of the Union County Utilities Authority accept the retirement of Thomas M. Brennan, and extend their heartfelt thanks to Mr. Brennan for many years of exemplary service and leadership.
3. Following the last date of Mr. Brennan's employment with the Authority, the Comptroller is authorized and directed to make payment to Mr. Brennan of all earned and compensable accumulated, unused vacation and sick leave, and the Authority's executive staff is authorized and directed to take all steps necessary to effectuate the retiree health benefits to which Mr. Brennan is entitled upon his retirement, all in accordance with the Authority's policies.
4. This Resolution shall take effect immediately.



# UNION COUNTY UTILITIES AUTHORITY

1499 US Highway One, Rahway, New Jersey 07065

(732) 382-9400

info@ucua.org

RESOLUTION NO.: 28 -2023

DATE: April 19, 2023

## RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY AUTHORIZING AN AMENDMENT TO THE PREVIOUSLY AWARDED CONTRACT FOR FINANCIAL ADVISORY SERVICES.

APPROVED AS TO FORM:  
Bianka Vargas  
Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
 YES  NO  NONE REQUIRED  
UNION COUNTY UTILITIES AUTHORITY

By: \_\_\_\_\_

By: \_\_\_\_\_

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<b>Eastman</b> , <i>Treasurer</i>							
<b>Jackus</b>							
<b>Holder</b>							
<b>Kahn</b>							
<b>McManus</b> , <i>Secretary</i>							
<b>People</b>							
<b>Rachlin</b>							
<b>Scutari</b> , <i>Vice Chairperson</i>							
<b>Szpond</b> , <i>Chairperson</i>							
<b>Alma</b> , <i>Alternate No. 1</i>							
<b>Scott-Bey</b> , <i>Alternate No. 2</i>							

**RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY AUTHORIZING AN AMENDMENT TO THE PREVIOUSLY AWARDED CONTRACT FOR FINANCIAL ADVISORY SERVICES.**

**WHEREAS**, the County of Union, New Jersey has previously adopted, and amended from time to time, the Union County District Solid Waste Management Plan in accordance with the New Jersey Solid Waste Management Act for the purpose of managing the disposal and/or recycling of solid waste generated in Union County; and

**WHEREAS**, the Union County Board of County Commissioners has designated the Union County Utilities Authority (the "Authority"), in accordance with the Solid Waste Management Act, to serve as the implementing agency for its District Solid Waste Management Plan; and

**WHEREAS**, in order to carry out the stated purposes and goals for which the Authority was created, as well as the powers granted by the Municipal Utilities Authorities Law, N.J.S.A. 40:14B-1 et seq., the Authority has determined that it will require the provision of certain general and specialized consulting and professional services relating to and in furtherance of its activities and operations; and

**WHEREAS**, based upon said determination, and following the Authority's use of a fair and open process to solicit proposals from qualified firms and individuals pursuant to N.J.S.A. 19:44A-20.4, et seq., on February 15, 2023 via Resolution No. 12-2023 and March 15, 2023 via Resolution No. 23-2023, respectively, the Authority authorized the award of a contract to, and the execution of a form of contract with, RBC Capital Markets, LLC ("RBC") to provide Financial Advisory Services and technical Consultation Services as needed by the Authority for the time period covering February 15, 2023 to the Authority's next reorganization meeting in February 2024; and

**WHEREAS**, the parties wish to modify the proposed form contract, consistent with the proposals set forth in RBC's March 31, 2023 letter of intent.

**NOW, THEREFORE BE IT RESOLVED**, by the Union County Utilities Authority, that:

1. The Authority authorizes the Acting Executive Director to execute a Contract with RBC in a form substantially similar to the form of Contract previously approved on March 15, 2023, as supplemented by the aforementioned letter of intent, including, but not limited to, a modification of the compensation terms which shall be on a contingency fee basis as set forth therein.
2. The subject contract is an award for professional and consulting services not subject to the public bidding requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., inasmuch as the appointee is authorized and regulated by law to provide the aforementioned services and/or the services are specialized in nature and require knowledge and training of an advanced type, which said firm possesses.
3. The Contract, although exempt from formal public bidding, has been awarded as part of a "Fair and Open" process in accordance with N.J.S.A. 19:44A-20.4 et seq.
4. To the extent not already done so, the Authority shall cause a notice of the above-described contract award to be published according to N.J.S.A. 40A:11-5(1)(a), et seq.
5. This Resolution shall take effect immediately.