

PASSAIC VALLEY WATER COMMISSION
SEPTEMBER 28, 2022

**Roll Call & Compliance with N.J.S.A. 10:4-6 et seq. Open Public Meetings Act;
Salute to the Flag – Pledge of Allegiance**

1. Public Comments
2. **Committee Reports:**
 - a) Finance
 - b) Personnel
 - c) Special Projects
3. **Executive Director's Report:**
 - a) Jim Mueller - Executive Director
4. **Comptroller's Report:**
 - a) Miscellaneous Financial Reports

RESOLUTION ON ENTERING EXECUTIVE CONFERENCE

A. LAW:

- A. Torres (Workers' Compensation)
- E. Toledo (Workers' Compensation)
- Indemnification & Hold Harmless Agreements (Use of Point View Reservoir)
 - PVWC & The City of Paterson
 - PVWC & the County of Passaic Police Academy

B. PERSONNEL:

1. Departmental Transfers

a. Patricia Benda from Accounting to Human Resources (No Change in Title)

Current Salary: \$78,053.25
Current Range: \$50,000.00 - \$78,045.21
Proposed Salary: No Change
Proposed Range: No Change

b. Stephanie Mendez from Customer Service to Engineering (No Change in Title)

Current Salary: \$58,694.97
Current Range: \$38,000.00 - \$61,425.40
Proposed Salary: No Change
Proposed Range: No Change

c. Tammy Tomak from Customer Service to the Laboratory (No Change in Title)

Current Salary: \$65,911.85
Current Range: \$40,000.00 - \$65,905.66
Proposed Salary: No Change
Proposed Range: No Change

d. Silvana Bisesi from Executive to Purchasing (No Change in Title)

Current Salary: \$54,140.62
Current Range: \$38,000.00 - \$61,475.41
Proposed Salary: No Change
Proposed Range: No Change

e. Franklin Bautista from Customer Service to Accounting (See item g.)

Current Salary: \$61,475.41
Current Range: \$40,000.00 - \$61,475.41
Proposed Salary: No Change
Proposed Range: No Change

f. Yarnellys Carela from Customer Service to Accounting (No Change in Title)

Current Salary: \$57,875.93
Current Range: \$38,000.00 - \$61,475.41
Proposed Salary: No Change
Proposed Range: No Change

2. Title Change

g. Franklin Bautista from Customer Service Representative Bilingual to Keyboarding Clerk 1

Current Salary: \$61,475.41
Current Range: \$40,000.00 - \$61,475.41
Proposed Salary: No Change
Proposed Range: \$38,000.00 - \$61,475.41

3. New Hires

h. Will-Averey Cherry as a Water Treatment Plant Operator

Proposed Salary: \$55,000.00
Proposed Range: \$17,804.80 - \$71,079.12

4. Promotions

i. Daniel Blanco as Provisional Technical Assistant Management Information Systems (as per Desk Audit)

Current Title: Keyboarding Clerk 1
Current Range: \$38,000.00 - \$61,475.40
Current Salary: \$58,820.93
Proposed Salary: \$61,517.44 (1 Increment)
Proposed Range: \$50,000.00 - \$75,000.00

j. Laura Spagnola-Vargas as Keyboarding Clerk 3 (as per CSC)

Current Title: Keyboarding Clerk 2

Current Range: \$40,000.00 - \$65,905.66

Current Salary: \$67,182.39

Proposed Salary: \$69,955.00

Proposed Range: \$45,000.00 - \$75,500.00

5. Salary Ranges

k. Keyboarding Clerk 2

Current Range: \$40,000.00 - \$65,905.66

Proposed Range: \$42,000.00 - \$67,182.39

l. Keyboarding Clerk 1

Current Range: \$38,000.00 - \$61,475.40

Proposed Range: \$40,000.00 - \$61,475.40

6. Discussion

Pay Range Compensation

- **Keyboarding Clerk 3**
- **Keyboarding Clerk 2**
- **Keyboarding Clerk 1**

Resolution for Retirees (Yitz)

RECONVENE PUBLIC MEETING

5. CONSENT AGENDA:

- a) Minutes of the Passaic Valley Water Commission *in camera* session, and Regular Public Meetings held July 27, 2022.

6. RESOLUTIONS:

Resolution No. 22-088

Resolution Authorizing A Shared Services Agreement With the Borough of Lodi for Fire Hydrant Testing and Inspection Services of the Water Distribution System

Borough to provide fire hydrant testing and inspection services of the water distribution system for testing 517 hydrants twice a year at \$50 per hydrant with each inspection at a total annual cost of \$51,700 per year over 5 years.

Resolution No. 22-089

Resolution to Extend Contract No. 21-B-06, "Valve Operation and Hydrant Flushing Program"

Provide the Contractor with a non-compensatory time extension to the existing contract from June 30, 2022 to March 31, 2023 to complete remaining valve operation and testing in the Boroughs of North Arlington and Lodi that has been assigned under this contract.

Resolution No. 22-090

1-Year Extension of Contract No. 19-B-34 “Liquid Residuals Hauling Services”

The Contractor has, and continues to provide reliable goods and services on an as-needed basis with said contract. This 3-year contract, which is otherwise scheduled to end on November 17, 2022, includes a provision whereby PVWC may elect to extend the contract time up to an additional two years, for a total contract duration of not more than five (5) years, including extensions. The Contractor has agreed to a one (1) year extension with a zero percent escalation in unit prices. It is recommended that said contract be extended for a 1-year period of time beginning November 18, 2022 and ending on November 17, 2023.

Resolution No.22-091

Resolution for the Procurement of Five Cargo Vans to be Used by the Distribution Department under New Jersey State Contract No. 17-FLEET-00241

Procurement of five (5) cargo vans for the Distribution Department to replace existing vehicles at the end of its useful life.

Resolution No. 22-092

Resolution for the Procurement of Two Excavators with Accessories to be Used by the Distribution Department under the Bergen County Cooperative Pricing #CK-04, Grounds Division

Procurement of two (2) E35 Bobcat Compact Excavators and accessories for the Distribution Department to replace the existing 2005 Kabota B21 that is at the end of its useful life.

Resolution No. 22-093

Resolution to Award Professional Services Contracts for Contract No. 22-Q-04 and 22-Q-14

Award Professional Services Contracts as summarized in the attached Table.

Resolution No. 22-094

Resolution to Procure the Annual Software Maintenance of Naviline Software

It is recommended that PVWC continues to purchase annual maintenance for CentralSquare software for continued support of PVWC's Naviline Purchasing, Inventory, Financial Systems.

7. **NEW BUSINESS:**

Summary of Disbursements & Payrolls thru September 28, 2022 in the Amount of \$21,223,104.57 Certified by Treasurer Depadua and Comptroller Weiss.

8. **Recommendations from Executive Conference**

9. **GOOD & WELFARE**

10. **ADJOURNMENT**