

PASSAIC COUNTY IMPROVEMENT AUTHORITY
LIST OF AGENDA ITEMS

Meeting to be held on Wednesday, December 12, 2018 at 6:00 PM at 930 Riverview Drive,
Suite 250, Totowa, NJ.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Open Public Meetings Notice.
5. Approval of the Minutes of the October 24, 2018 Board Meeting.
6. Public Comment.
7. Executive Session
8. Official Action
 - a. R 18-042 Resolution of the Passaic County Improvement Authority Authorizing Payment of Bills and Reimbursements
 - b. R 18-043 Resolution of the Passaic County Improvement Authority Awarding Contract in Connection with the Authority's Capital Equipment Lease Program
9. Further Official Action – Resolution of Commissioners.
10. Old Business/New Business
11. Adjournment.

PASSAIC COUNTY IMPROVEMENT AUTHORITY

MINUTES OF THE BOARD MEETING OF OCTOBER 24, 2018

The meeting was called to order at approximately 6:00 p.m. Pledge of Allegiance was said. Roll was taken. Commissioners Alston, Bradley, Petriello, and Marco were present. Also present were Nicole S. Fox, Executive Director, Heather Litzebauer, Financial Advisor, and Peter A. Tucci, Jr., Esq. Mr. Tucci read the notice, pursuant to the Open Public Meetings Act.

Minutes

Motion was made by Commissioner Alston and seconded by Commissioner Bradley to approve the minutes from the meeting on September 26, 2018. Motion carried unanimously.

Seeing no public present, Chairman Marco asked for a Motion to go into Executive Session. Commissioner Bradley moved and Commissioner Petriello seconded the motion. Motion carried.

Chairman Marco noted that official action would be taken after Executive Session.

Commissioner Petriello moved to close Executive Session and Commissioner Bradley seconded the motion. All were in favor.

Official Action

The Commissioners then considered the following resolutions:
Chairman Marco recused himself and exited the meeting room. The Commissioners considered Resolution 18-037.

R 18-037 Resolution Concerning Review of Findings and Recommendations of the Local Finance Board Made at a Meeting of Said Board on July 11, 2018 In Connection with the Passaic County Guaranteed Lease Revenue Refunding Bonds (Passaic County Community College Project), Series 2018 In Accordance with N.J.S.A.40A:5A-6	Commissioners	M/S	Y	N	No Vote
	Alston	M	X		
	Bradley	S	X		
	Cotroneo				absent
	Petriello		X		
	Marco				Recused and absent for resolution

Chairman Marco returned to the meeting and the Commissioners considered the remaining resolutions.

R 18-039 Resolution of the Passaic County Improvement Authority Authorizing Payment of Bills and Reimbursements	Commissioners	M/S	Y	N	No Vote
	Alston	S	X		
	Bradley	M	X		
	Cotroneo				absent
	Petriello		X		
	Marco		X		

R 18-040 Resolution of the Passaic County Improvement Authority Adopting 2019 Budget	Commissioners	M/S	Y	N	No Vote
	Alston	S	X		
	Bradley		X		
	Cotroneo				absent
	Petriello	M	X		
	Marco		X		

R 18-041 Resolution of the Passaic County Improvement authorizing submission of LFB application for capital equipment lease program	Commissioners	M/S	Y	N	No Vote
	Alston	X	X		
	Bradley	M	X		
	Cotroneo				absent
	Petriello		X		
	Marco		X		

New Business / Old Business

Heather Litzebauer mentioned that the Advanced Refunding for the Passaic County Community College had closed. The college was able to realize upfront savings of \$470,000 which in a typical refunding would have been spread over the life of the bonds. Ms. Litzebauer also mentioned that rates had gone up drastically over the last few months.

Commissioner Alston made a motion to adjourn the meeting, seconded by Commissioner Petriello. Motion carried unanimously.

**RESOLUTION OF THE
PASSAIC COUNTY IMPROVEMENT AUTHORITY AUTHORIZING
PAYMENT OF BILLS AND REIMBURSEMENTS**

WHEREAS, a regular meeting of the Passaic County Improvement Authority (the "Authority") was held on December 12, 2018;

WHEREAS, the Authority has previously approved agreements for the provision of goods and services;


WHEREAS, the Authority has also authorized reimbursements for certain items, either through prior resolution or agreement; and

WHEREAS, the Authority desires to authorize payment for the aforementioned items.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MEMBERS OF THE PASSAIC COUNTY IMPROVEMENT AUTHORITY AS FOLLOWS:

1. The Authority hereby authorizes the payment of the items as listed in the attached schedule.
2. The Executive Director is authorized and directed to take all appropriate action to effectuate payment of the items listed in the attached schedule.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Passaic County Improvement Authority at a meeting held on December 12, 2018.



Michael R. F. Bradley,
Secretary

<u>Recorded Vote:</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Wayne Alston				✓
Michael Bradley	✓			
Ronda Casson Cotroneo				✓
Joseph Petriello, Vice Chairman	✓			
Dennis Marco, Chairman	✓			

**RESOLUTION OF THE PASSAIC COUNTY IMPROVEMENT AUTHORITY
AWARDING CONTRACT IN CONNECTION WITH THE AUTHORITY'S
CAPITAL EQUIPMENT LEASE PROGRAM**

WHEREAS, a regular meeting of the Passaic County Improvement Authority (the "Authority") was held on December 12, 2018;

WHEREAS, the Authority has applied to the Local Finance Board for approval of a Capital Equipment Lease Program;

WHEREAS, the award of this contract is subject to Local Finance Board approval of the Authority's Capital Equipment Lease Program;

WHEREAS, the Authority has determined that it is necessary, convenient, and desirable to contract for the services of a Master Lessor to administer its Capital Equipment Lease Program;

WHEREAS, N.J.S.A. 40:37A-55 permits the Authority to enter into such agreement for professional services, subject to the requirements of the Local Public Contracts Law;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the agreement itself must be available for public inspection;

WHEREAS, the New Jersey Election Law, specifically N.J.S.A. 19:44A-20.4, permits, but does not require, a contract with an anticipated value in excess of \$17,500, to be awarded through a "fair and open" process;

WHEREAS, the Authority has advertised the contract for a Master Lessor on the website of the Authority in sufficient time to give notice in advance of the contract;

WHEREAS, the contract for a Master Lessor is being awarded under a process that provides for public solicitation of qualifications and awarded and disclosed under criteria established in writing by the Authority prior to the solicitation of qualifications;

WHEREAS, the Authority has publicly opened the responses to the published request for proposals and is publicly awarding the contract for Master Lessor;

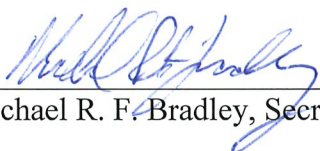
WHEREAS, the Authority has determined that the process it has used to award the contract for a Master Lessor is a "fair and open" process, pursuant to N.J.S.A. 19:44A-20.7; and

WHEREAS, the Authority desires to appoint U.S. Bancorp Government Leasing and Finance, Inc. as Master Lessor for its Capital Equipment Lease Program.

NOW, THEREFORE, BE IT RESOLVED by the Passaic County Improvement Authority as follows:

1. The Authority appoints U.S. Bancorp Government Leasing and Finance, Inc. as Master Lessor of its Capital Equipment Lease Program from January 1, 2019 through December 31, 2020, with possible extensions, and hereby authorizes the Chairman to negotiate and execute an appropriate professional services agreement substantially in the form of the agreement attached hereto.
2. This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
3. The Authority has determined that the process it has used to award the contract for a Master Lessor is a “fair and open” process, pursuant to N.J.S.A. 19:44A-20.7
4. A notice of the award of this contract shall be printed once in the Official Newspaper of the Authority to satisfy the requirement of the publication of legal notices and a copy of the contract shall be made available for public inspection.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Passaic County Improvement Authority at a meeting held on December 12, 2018.



 Michael R. F. Bradley, Secretary

Recorded Vote:	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Michael Bradley	✓			
Ronda Casson Cotroneo				✓
Joseph Petriello	✓			
Wayne Alston, Vice Chairman				✓
Dennis Marco, Chairman	✓			