

# PASSAIC COUNTY UTILITIES AUTHORITY

## REORGANIZATION MEETING

**Tuesday, February 21, 2023 - 4:00 PM**

### AGENDA

#### Flag salute

#### Open Public Meeting Statement

Ladies and Gentlemen: THE NOTICE REQUIREMENT OF THE OPEN PUBLIC MEETINGS LAW HAS BEEN SATISFIED WITH RESPECT TO THIS MEETING SPECIFYING THE TIME, DATE AND LOCATION, INCLUDED IN THE ANNUAL NOTICE, ADOPTED AT THE REORGANIZATION MEETING, FILED WITH THE COUNTY CLERK, POSTED IN THE ADMINISTRATION BUILDING, MAILED TO THE NEWSPAPER AND POSTED ON THE COUNTY WEBSITE IN ACCORDANCE WITH THE PROVISIONS OF THE LAW.

#### Roll Call:

Mrs. DeLuca-Pranzo \_\_\_ Mr. Javier \_\_\_  
Mr. Marchese \_\_\_ Mr. Shah \_\_\_ Mr. Qudah \_\_\_ (\*Alternate)

- 1) Nomination and Election of Chairperson
- 2) Nomination and Election of Vice Chairperson
- 3) Nomination and Election of Secretary
- 4) Establishing Meeting Dates of February 2023 – February 2024
- 5) Designation of Official Newspaper
- 6) Appointment of General /Bond/Special Counsel
- 7) Appointment of Auditor
- 8) Adjournment

PASSAIC COUNTY UTILITIES AUTHORITY  
401 GRAND STREET  
PATERSON, NJ 07505

ANNUAL NOTICE OF MEETINGS SCHEDULED  
BY THE  
PASSAIC COUNTY UTILITIES AUTHORITY  
FOR FEBRUARY, 2023 – FEBRUARY 2024

Pursuant to the provisions of NJSA 10:4-6et seq., known as the Open Public Meetings Act or “Sunshine Law”, the Passaic County Utilities Authority hereby sets the schedule of Regular Meetings, which will be held on the third Wednesday of the months as listed below.

**TIME**

4:00 p.m.

**PLACE**

Passaic County Administration Building  
401 Grand Street  
Meeting Room 439, 4<sup>th</sup> Floor  
Paterson, NJ 07505

**DATES**

October 3 (Regular Meeting)  
December 12 (Regular Meeting)  
February 20, 2024 (Reorganization Meeting/Regular Meeting)

Official Action may be taken at these meetings.

The forgoing was adopted at the Reorganization Meeting of the Passaic County Utilities Authority held on February 21, 2023

**Teofilo Javier**  
Secretary

February 21, 2023

Posted:  
Passaic County Website under Department - Utilities Authority  
The Herald Newspaper

PASSAIC COUNTY UTILITIES AUTHORITY

REGULAR MEETING

Tuesday, February 21, 2023

**AGENDA**

**Flag salute**

**Announcement of Open Public Meeting Law**

Ladies and Gentlemen: THE NOTICE REQUIREMENT OF THE OPEN PUBLIC MEETINGS LAW HAS BEEN SATISFIED WITH RESPECT TO THIS MEETING SPECIFYING THE TIME, DATE AND LOCATION, INCLUDED IN THE ANNUAL NOTICE, ADOPTED AT THE REORGANIZATION MEETING, FILED WITH THE COUNTY CLERK, POSTED IN THE ADMINISTRATION BUILDING, MAILED TO THE NEWSPAPER AND POSTED ON THE COUNTY WEBSITE IN ACCORDANCE WITH THE PROVISIONS OF THE LAW.

**Roll Call**

Mrs. DeLuca-Pranzo \_\_\_ Mr. Javier \_\_\_  
Mr. Marchese \_\_\_ Mr. Shah \_\_\_ Mr. Qudah \_\_\_ (\*Alternate)

**Public Session**

**For Discussion and/or Action**

- A1: 2022 Audit Approval
- A2: Approval of
  - Resolution and Group Affidavit
- A3: Approval of Minutes
  - Meeting
    - Regular 12-13-2022
- A4: Approval of Bill List
  - February 21, 2023

Note: Full Copy was previously mailed to you.

A1

DRAFT

**PASSAIC COUNTY UTILITIES AUTHORITY**  
**FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED**  
**DECEMBER 31, 2022 AND 2021**

NOTE:

The Following will be provided by Rob McNinch after Meeting:

- SUMMARY OF SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

PASSAIC COUNTY UTILITIES AUTHORITY

A2

RESOLUTION

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2022 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Passaic County Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2022, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON \_\_\_\_\_, 2023.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM

PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Passaic County Utilities Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Passaic County Utilities Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2022 and specifically the sections of the audit report entitled "General Comments" and "Recommendations"

(Print)

(Signature)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Sworn to and subscribed before me

this \_\_\_\_ day of \_\_\_\_\_, 2023

Notary Public of New Jersey

PASSAIC COUNTY UTILITIES AUTHORITY  
MINUTES – REGULAR MEETING  
WEDNESDAY, December 14, 2021 – 4:00 PM

Present

Mrs. DeLuca-Pranzo  
Mrs. Kazan  
Mr. Marchese  
Mr. Shah

Absent

Mr. Javier  
Mr. Qudah \*Alternate

Also, present Ted DelGuercio III of McManimon and Scotland and Robert McNich of Wielkotz & Company, LLC.

Mrs. Kazan calls the meeting to order at 4:08PM on Tuesday, December 14, 2021. She also reads the statement of the Open Public Meetings Law as required by N.J.S.A. 10:4-6. Mrs. Kazan leads everyone in the Flag salute. Mrs. Kazan then asks for a motion to open the meeting. Mr. Shah offers a motion to open the meeting and Mrs. DeLuca-Pranzo seconds it. Mrs. Kazan then asks for the roll call, and it was agreed upon all in favor.

Mrs. Kazan, Chairperson, calls the public portion of the meeting to order at 4:12PM on Tuesday, December 14, 2021. Mrs. Kazan asks if any questions have been submitted from the public, Ms. Dattilo, recording secretary responds there were no questions submitted. She then states, seeing there were no questions from the public do I have a motion to close. Mrs. DeLuca-Pranzo moves to close the open public session of the meeting and Mr. Shah seconded the motion. It was then agreed upon all in favor.

Mrs. Kazan brings everyone's attention to item A1: 2022 Budget Final Approval. Mrs. Kazan confirms with Mr. McNich that there are no changes to the Budget document. Robert McNich states that is correct and that there are no changes for final adoption. Mrs. Kazan asks for a motion to approve. Mr. Marchese offers a motion to approve and Mr. Shah seconds it. Mrs. Kazan asks if there are any questions or comments. Seeing none she asks for a roll call and it was then agreed upon all in favor.

Mrs. Kazan asks then brings everyone's attention to item A2: Approval of Minutes for the meeting of October 5, 2021. She asks if there are any questions or comments seeing none, calls for a vote to approve the minutes. Mr. Marchese offers a motion to approve and Mr. Shah seconds it. Mrs. Kazan then asks for the roll call, and it was agreed upon all in favor.

Mrs. Kazan then brings everyone's attention to item A3: Formal Approval of the Bill List of December 14, 2021. She asks if there are any questions or comments seeing none, she asks for a motion to formally approve it. Mr. Marchese offers a motion to approve and Mr. Shah seconds it. Mrs. Kazan then asks for the roll call, and it was agreed upon all in favor.

Mrs. Kazan then asks if there is any new business? Seeing none she calls for a motion to adjourn the meeting. Mr. Shah offered a motion to adjourn and Mr. Marchese seconds it. Mrs. Kazan then asks for the roll call, and it was agreed upon all in favor.

Meeting was adjourned at 4:25pm.

## PASSAIC COUNTY UTILITIES AUTHORITY

BILL LIST February 21, 2023

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>INVOICE #</u>	<u>AMOUNT</u>
Bank of New York # 03327	PCUA2018	111-2029234	2,000.00
North Jersey Media Group, Inc # 01574 <b>Gannett, Co., Inc.</b>	Notice of Meeting Ad	Ad No.: 0005518286	14.44
Wielkocz & Company, LLC # 13327	2022 PCUA Audit	23-166-02917	19,000.00
<b>BILL LIST TOTAL:</b>			<u>\$ 21,014.44</u>



# BNY Mellon Global Corporate Trust

PASSAIC COUNTY UTILITIES AUTHORITY  
 ATTN: Richard Cahill  
 401 Grand St.  
 Paterson, NJ 07505

000001

Invoice Number: 111-2029234  
 Account Number: PCUA2018  
 Invoice Date: 03-Feb-23  
 Cycle Date: 01-Feb-23  
 Administrator: Linda Corbo  
 Phone Number: 973-357-7812  
 Currency: USD

Passaic County Utilities Authority, Solid Waste Disposal Revenue Bonds, Refunding Series 2018

	Quantity	Rate	Proration	Subtotal	Total
<b>Flat</b>					
<b>Trustee Fee</b>					2,000.00
For the period: February 01, 2023 to January 31, 2024					

Invoice Total: 2,000.00  
 Satisfied To Date: 0.00  
 Balance Due: 2,000.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.  
 Our Tax ID Number is 13-5160382. Please fax Taxpayer Certification requests to (732) 667-9576.  
 The Bank of New York Mellon is located at 240 Greenwich Street, New York, NY 10286

Check Payment Instructions:  
 The Bank of New York Mellon  
 Corporate Trust Department  
 P.O. Box 392013  
 Pittsburgh, PA 15251-9013  
 Please enclose billing stub.


Wire, SWIFT and ACH Payment Instructions:  
 The Bank of New York Mellon  
 SWIFT Address: IRVTUS3N  
 ABANumber: 021000018  
 Account Number: 8901245259  
 Account Name: BNY Mellon - Fee Billing Wire Fees  
 Please reference Invoice Number: 111-2029234

### Billing Stub

Passaic County Utilities Authority, Solid Waste Disposal Revenue Bonds,  
 Refunding Series 2018

Invoice Number: 111-2029234  
 Account Number: PCUA2018  
 Invoice Date: 03-Feb-23  
 Cycle Date: 01-Feb-23  
 Administrator: Linda Corbo



<b>ACCOUNT NAME</b> Passaic County Utilities Auth		<b>ACCOUNT #</b> 396715	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0005319264	<b>BILLING PERIOD</b> Jan 1- Jan 31, 2023	<b>PAYMENT DUE DATE</b> February 20, 2023	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (included in amt due)</b> \$0.00	<b>TOTAL AMOUNT DUE</b> \$14.44	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>  Passaic County Utilities Auth 401 Grand St. Rm 103 Paterson, NJ 07505-2027 		<b>BILLING INQUIRIES/ADDRESS CHANGES</b> 1-877-736-7612 or smb@ccc.gannett.com	<b>FEDERAL ID</b> 47-2390983
<small> <b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.  <b>All funds payable in US dollars.</b> </small>			

0000396715000000000000053192640000144413005

To sign-up for E-mailed invoices and online payments please contact [abgspecial@gannett.com](mailto:abgspecial@gannett.com).

Date	Description	Amount
1/1/23	Balance Forward	\$0.00

Package Advertising:			
Start-End Date	Description	PO Number	Package Cost
12/13/22-12/13/22	0005518286 PASSAIC COUNTY UTILITIE		\$14.44



**Wielkotz & Company, LLC**  
401 Wanaque Avenue  
Pompton Lakes, NJ 07442  
973-835-7900  
w-cpa.com

**INVOICE**

Invoice Date: 2/16/23  
Number: 23-166-02917  
Amount: \$19,000.00  
Terms:  
Job Id: 167

**Passaic County Utilities Authority**  
401 Grand St  
Paterson, NJ 07505  
US

**Invoice Details**

Description	Amount
Audit for the Year Ended Dec. 31, 2022	\$19,000.00
<b>TOTAL AMOUNT DUE</b>	<b>\$19,000.00</b>