

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REORGANIZATION MEETING
February 6, 2018**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Bernhardt, Galvin, Stubbs, Theodora, Villapiano
4. Let the minutes show this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and adequate notice has been duly posted where required and mailed to its service communities on February 9, 2017 and published in the Asbury Park Press on February 14, 2017 and the Coaster on February 16, 2017. The minutes of this meeting will be available after Board approval at a subsequent meeting.

REORGANIZATION SESSION

5. Swearing in of Dennis Galvin for a term from February 1, 2018 to January 31, 2023
6. Chairman: This is the Annual Reorganization Meeting of the Township of Ocean Sewerage Authority. I will now turn the meeting over to our attorney John Bonello to act as temporary Chairman of the 2017 Reorganization Meeting. Mr. Bonello calls for nominations to fill the office of Chairman until the next annual meeting.
 - a. Call for nominations for Chairman. Roll call vote on Nominees.

NEWLY-ELECTED CHAIRMAN TAKES OVER THE MEETING

- b. Call for nominations for Vice-Chairman. Roll call vote on Nominees.
 - c. Call for nominations for Secretary/Treasurer. Roll call vote on Nominees.
 - d. Call for nominations for Assistant Secretary/Treasurer. Roll call vote on Nominees.
7. Review of resolutions in reorganization session
8. Resolution 18-8: Authorizing award of a professional services contract to John C. Bonello, Esq. for legal services
9. Resolution 18-9: Authorizing award of a professional services contract to David A. Kaplan, CPA, RMA for auditing services
10. Resolution 18-10: Authorizing award of a professional services contract to Michael McClelland, P.E. for engineering services
11. Resolution 18-11: Authorizing pre-qualification of consulting engineering firms in a non-procurement action for 2018
12. Resolution 18-12: Authorizing award of a professional services contract to John C. Hall, Esq. for legal services as special counsel
13. Resolution 18-13: Authorizing award of a professional services contract to Kerry J. Morgan, Esq. of Davison, Eastman and Munoz for specialized legal services as bond counsel
14. Resolution 18-14: Authorizing award of a professional services contract to Bruce W. Padula, Esq. for legal services as special labor counsel
15. Consent Agenda: **items will be voted on together unless an item is removed from the Consent Agenda prior to reading of Consent Agenda**
 - a. Resolution 18-15: Establishing meeting dates
 - b. Resolution 18-16: Designation of official newspapers
 - c. Resolution 18-17: Authorizing adoption of Cash Management Plan and designation of authorized depositories⁸

d. Resolution 18-18: Authorizing removal of service charge accounts of \$10.00 or less

WORK SESSION

16. Executive Director's Report
17. Attorney's Report
18. Engineer's Report
19. Operation Manager's Report
20. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

21. Approval of minutes of January 2, 2018 regular meeting
22. Motion to receive and file Operation Manager's Report
23. Communications
24. Review of Bill List
 - a. Board comments
 - b. Public comment
25. Resolution 18-19: Bill List
27. Resolution 18-20: Authorizing payment in the amount of \$7,209.86 to DeMaio Electrical Company, Inc. for Improvements to Asbury Avenue and Longview Pump Stations projects
28. Resolution 18-21: Declaring account numbers 1013-0 and 4254-0 inactive
29. Resolution 18-22: Authorizing Greeley and Hansen to review and recommend strategies to improve plant processes in an amount not to exceed \$95,000.00
30. Resolution 18-23: Authorize voiding of stale check
30. Resolution 18-24: Authorizing change order number 1 in the amount of \$1,719.90 to SWERP Incorporated for Berkeley Avenue, Lakeview Avenue and Lincoln Drive Sanitary Sewer Replacement project
31. Resolution 18-25: Ratifying and confirming execution of amended service agreement with the Borough of Tinton Falls for eight (8) single family connections to the TOSA system
32. Resolution 18-26: Authorizing adjustment to account number 18769-0
33. Resolution 18-27: Authorizing adjustment to account number 18718-0
34. Comments by Authority Members
35. Closed Session, if necessary
36. Adjournment

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO JOHN L. BONELLO, ESQ. FOR LEGAL SERVICES

WHEREAS, the Township of Ocean Sewerage Authority has a need to acquire legal services for representation of the Authority; and

WHEREAS, the Authority appointed John L. Bonello, Esq. has served as the Authority’s General Counsel since September 1, 2009; and

WHEREAS, the Authority has benefited from Mr. Bonello’s advice during the past years; and

WHEREAS, John L. Bonello, Esq. has completed and submitted a Business Entity Disclosure Certification certifying that he has not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are exempted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a(i); and

WHEREAS, the term of this contract is for one (1) year from February 1, 2018 to January 31, 2019; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the legal services will not exceed \$17,500; and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract under the legal line item (01-50-500-314).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that

1. John L. Bonello, Esq. of the firm Manna & Bonello is hereby appointed as Authority General Counsel in accordance with the attached proposed contract for the period February 1, 2018 to January 31, 2019.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.
3. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO DAVID A. KAPLAN, CPA, RMA FOR AUDITING SERVICES

WHEREAS, the Township of Ocean Sewerage Authority has a need to acquire auditing services; and

WHEREAS, David A. Kaplan has provided auditing services to the Authority for several years either as a member of an auditing firm or on behalf of his own firm; and

WHEREAS, the Authority has benefited from Mr. Kaplan’s expertise; and

WHEREAS, the term of this contract is for one (1) year from February 1, 2018 to January 31, 2019; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the auditing services will not exceed \$44,000; and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract under the accounting line item (01-50-500-315).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. David A. Kaplan, CPA, RMA of the firm Wiss & Company, LLP is hereby appointed as Authority Auditor in accordance with the attached proposed contract for the period February 1, 2018 to January 31, 2019.

2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this individual and his firm can best provide the appropriate auditing services required.

3. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES
CONTRACT TO CME ASSOCIATES FOR ENGINEERING
SERVICES**

WHEREAS, the Township of Ocean Sewerage Authority has a need to acquire engineering services; and

WHEREAS, the Authority has dealt with several different engineering firms over the years on numerous projects; and

WHEREAS, the Authority has determined that Michael McClelland, PE of the firm CME Associates would best suit the needs of the Authority for engineering services in the upcoming past year; and

WHEREAS, the appointment is subject to CME Associates completing and submitting a Business Entity Disclosure Certification certifying that it has not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are exempted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a(i); and

WHEREAS, the term of this contract is for one (1) year from February 1, 2018 to January 31, 2019; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the engineering services will exceed \$17,500; and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract under the engineering line item (01-50-500-313).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that

1. Michael McClelland, P.E. of the firm CME Associates is hereby appointed as Authority Engineer in accordance with the attached proposed contract for the period February 1, 2018 to January 31, 2019.

2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.

3. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

RESOLUTION 18 - 11

**AUTHORIZING PRE-QUALIFICATION OF CONSULTING
ENGINEERING FIRMS IN A NON-PROCUREMENT ACTION
FOR 2018**

WHEREAS, the Authority has dealt with several different engineering firms over the years on numerous projects; and

WHEREAS, the Authority has found the engineering pre-qualification process to be very beneficial to the operation of the Authority; and

WHEREAS, the appointment of the firms is subject to the firms completing and submitting a Business Entity Disclosure Certification certifying they have not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract.

NOW, THEREFORE BE IT RESOLVED by the Members of the Township of Ocean Sewerage Authority that the following engineering firms are recognized as the official Pre-Qualified Engineering Consultants for the Township of Ocean Sewerage Authority for the year 2018, which recognition does not guarantee a service agreement contract with the Authority:

CME Associates
Greeley and Hansen
Hazen and Sawyer
Maser Consulting, PA
Paulus, Sokolowski & Sartor (PS&S)
R3M Engineering, Inc.
T & M Associates
Van Cleef Engineering Associates

BE IT FURTHER RESOLVED that public notice of this recognition of pre-qualification be published in the Authority's official newspaper.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 8, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO JOHN HALL, ESQ. OF HALL & ASSOCIATES FOR LEGAL SERVICES AS SPECIAL COUNSEL

WHEREAS, the Township of Ocean Sewerage Authority has a need to acquire legal services to as special counsel with regard to permitting issues; and

WHEREAS, Hall & Associates is a recognized legal firm specializing in permitting issues, specifically with regard to ocean outfall issues; and

WHEREAS, Hall & Associates has submitted a proposal for legal services with regard to permitting issues to the Authority; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the legal services as special counsel will not exceed \$17,500; and

WHEREAS, the term of this contract is for one (1) year from February 1, 2018 to January 31, 2019; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are exempted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a(i); and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract under the legal line item (01-50-500-314).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. John Hall, Esq. of the firm Hall & Associates is hereby appointed as Special Legal Counsel for the Authority in accordance with the attached proposed contract for the period February 1, 2018 to January 31, 2019.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.
3. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO KERRY J. MORGAN OF THE FIRM DAVISON, EASTMAN & MUNOZ, P.A. FOR SPECIALIZED LEGAL SERVICES AS BOND COUNSEL

WHEREAS, the Township of Ocean Sewerage Authority (the “Authority”) has a need for specialized legal services in connection with the authorization and issuance of bonds and project notes by the Authority, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided by a recognized bond counsel firm, and the law firm of Davison, Eastman & Munoz, P.A. is so recognized by the financial community; and

WHEREAS, Kerry J. Morgan provides bond counsel services for Davison, Eastman & Munoz, P.A.; and

WHEREAS, the Executive Director has certified that funds are or will be available for this purpose in its application for funding from the New Jersey Infrastructure Trust Fund; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are exempted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. The law firm of Davison, Eastman & Munoz, P.A. is hereby retained to provide the specialized legal services necessary in connection with the authorization and issuance of bonds and notes by the Authority in accordance with the Fee Agreement attached to this Resolution for the period February 1, 2018 to January 31, 2019.

2. This Contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.

3. A copy of this Resolution and the contract shall be placed on file with the Executive Director of the Authority.

4. A notice in accordance with the Local Public Contracts Law shall be published in the Coaster within twenty (20) days of the date of this Resolution.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO BRUCE W. PADULA, ESQ. FOR LEGAL SERVICES AS SPECIAL LABOR COUNSEL

WHEREAS, the Township of Ocean Sewerage Authority has a need to acquire legal services with regard to labor issues; and

WHEREAS, Bruce W. Padula of the law firm of Cleary Giacobbe Alfieri Jacobs is a recognized attorney specializing in labor issues; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the legal services as special counsel will not exceed \$17,500; and

WHEREAS, the term of this contract is for one (1) year from February 1, 2018 to January 31, 2019; and

WHEREAS, the services to be performed are “professional services” as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are exempted from the Local Public Contracts Law requirements for competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a(i); and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract under the legal line item (01-50-500-314).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. Bruce W. Padula, Esq. is hereby appointed as Special Legal Counsel for the Authority at an hourly rate not to exceed \$175 for the period February 1, 2018 to January 31, 2019.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.
3. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

ESTABLISHING MEETING DATES

WHEREAS, in accordance with the Open Public Meetings Act, it is necessary for the Township of Ocean Sewerage Authority, as a public body, to post and maintain a schedule of the Regular Meetings of the public body to be held during the year.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that pursuant to the provision of the Open Public Meetings Act, the time and place for the Regular Meetings of the Township of Ocean Sewerage Authority for the next year shall be as follows:

- | | |
|----------------|-----------------------------------|
| March 6, 2018 | September 4, 2018 |
| April 3, 2018 | October 2, 2018 |
| May 1, 2018 | November 8, 2018 |
| June 7, 2018 | December 4, 2018 |
| July 3, 2018 | January 3, 2019 |
| August 7, 2018 | February 5, 2019 (Reorganization) |

BE IT FURTHER RESOLVED that the Regular Meeting shall start at 6:30 pm, or as soon thereafter as possible, in the Township of Ocean Sewerage Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the dates set forth above; and

BE IT FURTHER RESOLVED that action will be taken at the Regular Meeting.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

 RALPH E. STUBBS, Secretary

DESIGNATION OF OFFICIAL NEWSPAPERS

WHEREAS, the Township of Ocean Sewerage Authority, as a public body, is required to publish legal notices in accordance with law; and

WHEREAS, the Township of Ocean Sewerage Authority desires to name certain newspapers as the official newspapers for the purpose of legal publications.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby designates the **Asbury Park Press**, the **Coaster** and the **Star Ledger** as its official newspapers for the purpose of legal publications published on behalf of the Authority.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

 RALPH E. STUBBS, Secretary

**AUTHORIZING ADOPTION OF CASH MANAGEMENT
PLAN AND DESIGNATION OF AUTHORIZED
DEPOSITORIES**

WHEREAS, the Township of Ocean Sewerage Authority is required to have a cash management plan; and

WHEREAS, the Township of Ocean Sewerage Authority is required to name certain financial institutions as authorized depositories for the deposit of funds.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that the following serve as the Cash Management Plan of the Township of Ocean Sewerage Authority for 2018:

1. The Executive Director is directed to use this Cash Management Plan as the guide in depositing and investing the Authority's funds.
2. The following are objectives of the Cash Management Plan:
 - a. Preservation of capital.
 - b. Adequate safekeeping of assets.
 - c. Maintenance of liquidity to meet operating needs.
 - d. Investment of assets in accordance with State and Federal laws and regulations.
3. The following are suitable and authorized investments:
 - a. Interest-bearing bank accounts and certificates of deposit in authorized banks (GUDPA-approved) listed below for the deposit of local unit funds.
 - b. Government money market mutual funds which comply with N.J.S.A. 40A:5-15.1(e).
 - c. Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
 - d. New Jersey Cash Management Fund.
 - e. Repurchase agreements of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(a).
 - f. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
 - g. Any federal agency or instrumentality obligation authorized by Congress that matures within three hundred ninety-seven (397) days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
 - h. Bonds, notes or other obligations, having a maturity date not exceeding three hundred ninety-seven (397) days, approved by the Division of Investment of the Department of Treasury for investments by local units.
 - i. Bonds, notes or other obligations approved by the Division of Investment of the Department of Treasury for investments by local units.
4. The Executive Director shall prepare monthly a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.
5. The Executive Director shall report to the Authority Members any accounts not earning interest.

AND BE IT FURTHER RESOLVED that the following Government Unit Depository Protection Act approved financial institutions are authorized depositories for the deposit of Authority Funds:

1. TD Bank
2. Bank of New York Mellon
3. Bank of America
4. Amboy Bank
5. Investors Bank
6. Wells Fargo Bank

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

**AUTHORIZING REMOVAL OF SERVICE
CHARGE ACCOUNTS OF \$10.00 OR LESS**

WHEREAS, the Township of Ocean Sewerage Authority has determined that it is appropriate to remove all open Service Charge Accounts of Ten Dollars (\$10.00) or less from the list of accounts certified annually to the Township of Ocean Tax Collector.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Executive Director is hereby authorized to remove all open Service Charge Accounts of Ten Dollars (\$10.00) or less, together with an excess due the Township of Ocean Tax Collector, from the annual certified list of outstanding accounts; and

BE IT FURTHER RESOLVED that the Executive Director be authorized to execute any further documents or instruments necessary to affect this Resolution.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Reorganization Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

RESOLUTION 18 - 19

BILL LIST

BE IT RESOLVED by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey (not less than three (3) members affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Executive Director and as set forth in this Resolution are hereby approved for payment.
2. The authorized signers of checks are hereby authorized and directed to sign checks in the payment of bills and claims which are hereby approved.

The computer print-out of the list of bills will be on file in the Purchasing Agent's Office.

CURRENT FUND	\$ 340,650.19
REVIEW and INSPECTION	1,486.37
EIT and CONSTRUCTION	1,457.50
PAYROLL ACCOUNT	<u>0.00</u>
TOTAL BILLS PAYABLE	\$ 343,594.06

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT IN THE AMOUNT OF \$7,209.86 TO DeMAIO ELECTRICAL COMPANY, INC. FOR IMPROVEMENTS TO ASBURY AVENUE AND LONGVIEW PUMP STATIONS PROJECT

WHEREAS, the Authority awarded a contract for its Improvements to Asbury Avenue and Longview Pump Stations project to DeMaio Electrical Company, Inc. (“DeMaio”) in the amount of \$786,800 (the “Project”) on March 7, 2017; and

WHEREAS, the DeMaio has provided equipment and material for the Project; and

WHEREAS, by letter dated December 15, 2017, the Authority’s engineer has recommended payment in the amount of \$7,209.86 pursuant to its Payment Certificate No. 4.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$7,209.86 to DeMaio Electrical Company, Inc. for the Improvements to Asbury Avenue and Longview Pump Stations project in accordance with Payment Certificate No. 4.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

DECLARING ACCOUNT NUMBERS 1013-0 AND 4254-0 INACTIVE

WHEREAS, account number 1013-0 is for a residential property located at 448 Brookside Avenue in the Township of Ocean (the “First Property”); and

WHEREAS, account number 4254-0 is for a residential property located at 412 Brookside Avenue in the Township of Ocean (the “Second Property”); and

WHEREAS, the First Property was deeded over to the New Jersey State Department of Environmental Protection in September 2017 under the State Blue Acres program; and

WHEREAS, the Second Property was deeded over to the New Jersey State Department of Environmental Protection on or about January 5, 2018 under the State Blue Acres program.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that account numbers 1013-0 and 4254-0 be declared inactive as of January 1, 2018; and

BE IT FURTHER RESOLVED that any charges on account numbers 1013-0 and 4254-0 for the 2018 be removed.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING GREELEY and HANSEN TO REVIEW AND RECOMMEND STRATEGIES TO IMPROVE PLANT PROCESSES IN AN AMOUNT NOT TO EXCEED \$95,000.00

WHEREAS, the Greeley and Hansen performed an evaluation of Township of Ocean Sewerage Authority plant processes in 2012 in a report dated August 2012 (the “Report”); and

WHEREAS, the Report used certain industry standards to calibrate the BioWin model used for the evaluation; and

WHEREAS, the Authority would like to have more data on flows and operations within its treatment plant; and

WHEREAS, Greeley and Hansen has presented the Authority with a proposal dated November 30, 2017 to prepare such an evaluation for an amount not to exceed \$95,000; and

WHEREAS, the Executive Director has certified there are funds available for this project from the engineering line item (01-50-500-313) and GL reserves.

THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby authorizes Greeley and Hansen to review and recommend strategies to improve plant processes in an amount not to exceed \$95,000.00.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

RESOLUTION 18 - 23

AUTHORIZE VOIDING OF STALE CHECK

WHEREAS, it is sound financial practice to void stale checks (checks issued more than one year ago); and

WHEREAS, there is one stale check in the Authority’s payroll account.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Executive Director is authorized to void check number 821 issued from the Authority’s payroll account in the amount of \$6.87, issued December 30, 2016.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING CHANGE ORDER NUMBER 1 IN THE AMOUNT OF \$1,719.90 TO SWERP INCORPORATED FOR BERKELEY AVENUE, LAKEVIEW AVENUE AND LINCOLN DRIVE SANITARY SEWER REPLACEMENT PROJECT

WHEREAS, the Authority awarded a contract for its Berkeley Avenue, Lakeview Avenue and Lincoln Drive Sanitary Sewer Replacement project to SWERP Incorporated (“SWERP”) in the amount of \$373,630.00 (the “Project”) on March 7, 2017; and

WHEREAS, the contract provided for 490 linear feet of eight inch (8”) pipe to be lined and field inspections disclosed the pipe to be ten inch (10”) pipe; and

WHEREAS, the Authority’s engineer has prepared Change Order Number 1 in the amount of \$1,719.90 to account for the size differential.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director to sign Change Order Number 1 in the amount of \$1,719.90.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

RATIFYING AND CONFIRMING EXECUTION OF AMENDED SERVICE AGREEMENT WITH THE BOROUGH OF TINTON FALLS FOR EIGHT (8) SINGLE FAMILY CONNECTIONS TO THE TOSA SYSTEM

WHEREAS, the Authority previously entered into a service agreement dated May 12, 2010 with the Borough of Tinton Falls and the Township of Neptune Sewerage Authority to provide sewer service to seven (7) homes in Tinton Falls, on the border of the Township of Ocean Sewerage Authority (the “Original Service Agreement”); and

WHEREAS, the Borough of Tinton Falls has received a request from 421 Green Grove Road to connect to the Township of Ocean Sewerage Authority’s collection system because of a failing septic system; and

WHEREAS, the Borough of Tinton Falls is willing to be responsible for the payment of the connection fee and service charges for 421 Green Grove Road; and

WHEREAS, 421 Green Grove Road is in the service area of the Township of Neptune Sewerage Authority; and

WHEREAS, the Township of Neptune Sewerage Authority is agreeable to permitting the homes to connect to the Township of Ocean Sewerage Authority system until such time as a collection system is constructed in the area directing flow from the seven homes to the Township of Neptune Sewerage Authority; and

WHEREAS, the Chairman and Secretary of the Authority have signed a service agreement adding 421 Green Grove Road to the May 12, 2010 agreement (the “Amended Service Agreement”).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby ratifies and confirms the signing of the Amended Service Agreement adding 421 Green Grove Road to the Original Service Agreement.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary

**AUTHORIZING ADJUSTMENT TO ACCOUNT
NUMBER 18769-0**

WHEREAS, the property located at 1305 South Roller Road is identified as sewer account number 18769-0, which is billed for two (2) units; and

WHEREAS, the 2017 water reading use for account number 18769-0 was 198,000 gallons; and

WHEREAS, previous usage for the account ranged from 49,000 gallons to 323,000 gallons from 2010 through 2016; and

WHEREAS, usage for 2014 and 2015 was 323,000 gallons and 49,000 gallons respectively; and

WHEREAS, water bills for the property show usage of less than 8,000 for months other than July through October, which high readings resulted from the use of a sprinkler system.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18769-0 be adjusted to 143,000 gallons for 2015 resulting in an excess usage charge of \$0.00, and 2018 quarterly bills of \$230.00.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on February 6, 2018.

RALPH E. STUBBS, Secretary