

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
APRIL 3, 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, 2018 and published in the Asbury Park Press on February 13, 2018 and the Coaster on February 15, 2018. The minutes of this meeting will be available after Board approval at a subsequent meeting.

WORK SESSION

5. Executive Director's Report
6. Attorney's Report
7. Engineer's Report
8. Operation Manager's Report
9. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

10. Communications
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. Resolution 18-36: Bill List
13. Consent Agenda
 - a. Approval of minutes of March 6, 2018 regular meeting
 - b. Motion to receive and file Operation Manager's Report
 - c. Resolution 18-37: Authorizing grant of preliminary approval for Burke Contracting Yard and Office – application number 186
 - d. Resolution 18-38: Authorizing grant of preliminary approval for Norwood Avenue Holdings, LLC – application number 187
 - e. Resolution 18-39: Authorizing adjustment to account number 18916-0
 - f. Resolution 18-40: Authorizing refund to Sunset Ventures, LLC on account number 18901-0
 - g. Resolution 18-41: Authorizing refund to the Estate of Helen Murphy on account number 817-0
14. Public Comment
15. Comments by Authority Members
16. Closed Session, if necessary
17. Adjournment

RESOLUTION 18 - 36

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 | \$ 152,269.16 |
| REVIEW and INSPECTION | 2,275.00 |
| RENEWAL and REPLACEMENT | 15,278.74 |
| EIT and CONSTRUCTION | 78,283.60 |
| PAYROLL ACCOUNT | 289,171.45 |
| Includes January, February and March transfers | |
| TOTAL BILLS PAYABLE | \$ 537,277.95 |

| | 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 April 3, 2018.

RALPH E. STUBBS, Secretary

P.O. Type: All
Range: First to Last
Format: Condensed

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---------------------------------------|----------|----------|-------------------------------|--------|-----------|-------------|----------|---------|
| ACCURATE ACCURATE WASTE REMOVAL | 18-00159 | 03/16/18 | SLUDGE DISPOSAL | Open | 27,720.00 | 0.00 | | |
| AMP RUBB AMP CUSTOM RUBBER, INC. | 18-00167 | 03/21/18 | UNOX MAINTENANCE | Open | 32.50 | 0.00 | | |
| AQUA LAB AQUA PRO-TECH LABORATORIES | 18-00170 | 03/22/18 | LAB TESTING | Open | 1,980.00 | 0.00 | | |
| ASBURY02 ASBURY PARK PRESS | 18-00148 | 03/07/18 | ADMINISTRATIVE OTHER EXPENSES | Open | 593.92 | 0.00 | | |
| AUTOPART AUTO PARTS CENTER | 18-00126 | 02/26/18 | GENERAL REPAIRS and SUPPLIES | Open | 7.02 | 0.00 | | |
| CERT001 CERTIFIED LABORATORIES | 18-00045 | 01/16/18 | UNOX MAINTENANCE | Open | 361.58 | 0.00 | | |
| CLEARY CLEARY GIACOBBE ALFIERI JACOBS | 18-00157 | 03/14/18 | LEGAL SERVICES | Open | 2,012.50 | 0.00 | | |
| CME00001 CME ASSOCIATES | 17-00562 | 10/13/17 | ENGINEERING SERVICES | Open | 2,526.75 | 0.00 | | |
| | RI000381 | 03/07/18 | ENGINEERING SERVICES - R&I | Open | 175.00 | 0.00 | | |
| | RI000382 | 03/19/18 | ENGINEERING SERVICES - R&I | Open | 2,187.50 | 0.00 | | |
| | | | | | 4,889.25 | | | |
| CUSTBAND CUSTOM BANDAG, INC | 18-00058 | 01/23/18 | BACKHOE | Open | 1,829.60 | 0.00 | | |
| DELTO01 DELTA DENTAL PLAN OF NJ | 18-00011 | 01/02/18 | DENTAL INSURANCE PREMIUMS | Open | 1,328.31 | 0.00 | | |
| DIRECTEN DIRECT ENERGY BUSINESS | 18-00162 | 03/20/18 | NATURAL GAS | Open | 571.25 | 0.00 | | |
| ELE001 ELECTRO MAINTENANCE INC | 17-00637 | 11/27/17 | CONTRACTOR REPAIRS | Open | 2,875.00 | 0.00 | | |
| EVOQUA EVOQUA WATER TECHNOLOGIES | 18-00137 | 03/02/18 | GENERAL REPAIRS & SUPPLIES | Open | 1,048.00 | 0.00 | | |
| GPANJ GPANJ, INC. | 18-00152 | 03/09/18 | EDUCATION and TRAINING | Open | 395.00 | 0.00 | | |
| GREELEY GREELEY AND HANSEN LLC | 17-00524 | 09/28/17 | COMPUTER SOFTWARE & HARDWARE | Open | 2,302.13 | 0.00 | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---|----------|----------|-------------------------------|--------|-----------|-------------|----------|---------|
| GREELEY GREELEY AND HANSEN LLC Continued | | | | | | | | |
| | 18-00147 | 03/07/18 | ENGINEERING SERVICES | Open | 8,262.00 | 0.00 | | |
| | | | | | 10,564.13 | | | |
| HALL001 HALL & ASSOCIATES | | | | | | | | |
| | EIT00551 | 03/05/18 | OCEAN OUTFALL REHABILITATION | Open | 8,944.02 | 0.00 | | |
| | EIT00554 | 03/21/18 | OCEAN OUTFALL REHABILITATION | Open | 675.05 | 0.00 | | |
| | | | | | 9,619.07 | | | |
| HAZEN HAZEN and SAWYER | | | | | | | | |
| | EIT00552 | 03/19/18 | OCEAN OUTFALL REHABILITATION | Open | 43,273.17 | 0.00 | | |
| HOME001 THE HOME DEPOT | | | | | | | | |
| | 18-00168 | 03/21/18 | GENERAL REPAIRS and SUPPLIES | Open | 41.43 | 0.00 | | |
| KOESTER VEOLIA WATER TECHNOLOGIES | | | | | | | | |
| | 17-00584 | 10/30/17 | PUMPS | Open | 1,448.67 | 0.00 | | |
| LIVEVAULT KeepItSafe, Inc. - LiveVault | | | | | | | | |
| | 18-00005 | 12/30/17 | ADMINISTRATIVE OTHER EXPENSES | Open | 20.00 | 0.00 | | |
| LONG001 LONGO ELECTRICAL-MECHANICAL | | | | | | | | |
| | 17-00512 | 09/21/17 | PUMPS | Open | 2,520.00 | 0.00 | | |
| | 17-00545 | 10/09/17 | GENERAL REPAIRS and SUPPLIES | Open | 11,279.58 | 0.00 | | |
| | | | | | 13,799.58 | | | |
| LYONS LYONS ENVIRONMENTAL SERVICES | | | | | | | | |
| | 18-00142 | 03/05/18 | LAB TESTING | Open | 308.00 | 0.00 | | |
| MANNA001 MANNA & BONELLO, P.A. | | | | | | | | |
| | 18-00153 | 03/12/18 | LEGAL SERVICES | Open | 348.00 | 0.00 | | |
| MASER MASER CONSULTING P.A. | | | | | | | | |
| | EIT00535 | 03/28/18 | BRIDGE 0-11 ENGINEERING FEES | Open | 7,815.00 | 0.00 | | |
| | EIT00536 | 03/28/18 | 2015 NJEIT PROJECT | Open | 10,000.00 | 0.00 | | |
| | | | | | 17,815.00 | | | |
| MCI MCI | | | | | | | | |
| | 18-00156 | 03/13/18 | TELEPHONE | Open | 7.08 | 0.00 | | |
| MIRA001 MIRACLE CHEMICAL CO | | | | | | | | |
| | 18-00129 | 02/28/18 | SODIUM HYPOCHLORITE | Open | 4,965.00 | 0.00 | | |
| MODERN01 MODERN GROUP LTD. | | | | | | | | |
| | 18-00161 | 03/19/18 | FORKLIFT MAINTENANCE | Open | 1,123.43 | 0.00 | | |
| MURPHY ESTATE OF HELEN MURPHY | | | | | | | | |
| | 18-00172 | 03/22/18 | ANNUAL SERVICE CHARGE REFUND | Open | 345.00 | 0.00 | | |
| NEP AUTO NEPTUNE AUTO SUPPLY | | | | | | | | |
| | 18-00133 | 03/01/18 | JET TRUCK | Open | 23.94 | 0.00 | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---|----------|----------|------------------------------|--------|-----------|-------------|----------|---------|
| NEP AUTO NEPTUNE AUTO SUPPLY Continued | | | | | | | | |
| | 18-00150 | 03/09/18 | TRUCK EXPENSES | Open | 20.58 | 0.00 | | |
| | | | | | 44.52 | | | |
| NJAM001 NEW JERSEY AMERICAN WATER | | | | | | | | |
| | 18-00154 | 03/12/18 | WATER | Open | 834.83 | 0.00 | | |
| NJNAT001 NEW JERSEY NATURAL GAS CO | | | | | | | | |
| | 18-00160 | 03/19/18 | NATURAL GAS | Open | 866.54 | 0.00 | | |
| NJWT001 NJ WATER ENVIRONMENT ASSOC | | | | | | | | |
| | 18-00132 | 03/01/18 | EDUCATION and TRAINING | Open | 80.00 | 0.00 | | |
| ONECALL ONE CALL CONCEPTS, INC | | | | | | | | |
| | 18-00134 | 03/01/18 | ONE CALL SERVICE | Open | 272.50 | 0.00 | | |
| POLYD001 POLYDYNE INC | | | | | | | | |
| | 18-00120 | 02/20/18 | POLYMER | Open | 5,403.50 | 0.00 | | |
| PUMP001 PUMPING SERVICES INC | | | | | | | | |
| | 18-00135 | 03/02/18 | PUMPS | Open | 12,182.50 | 0.00 | | |
| RPADAMS RP ADAMS | | | | | | | | |
| | R-R00084 | 03/01/18 | UNOX MAINTENANCE | Open | 15,278.74 | 0.00 | | |
| SPECTROT SPECTROTEL | | | | | | | | |
| | 18-00002 | 12/30/17 | TELEPHONE | Open | 259.96 | 0.00 | | |
| STAT002 STATE OF NJ DEPT.OF TREAS.DIV. | | | | | | | | |
| | 18-00001 | 12/30/17 | HEALTH INSURANCE PREMIUMS | Open | 40,263.25 | 0.00 | | |
| SUNSET SUNSET VENTURES, LLC | | | | | | | | |
| | 18-00171 | 03/22/18 | ANNUAL SERVICE CHARGE REFUND | Open | 2,223.50 | 0.00 | | |
| T-M00001 T & M ASSOCIATES | | | | | | | | |
| | EIT00550 | 03/02/18 | ENGINEERING SERVICES - NJEIT | Open | 2,734.85 | 0.00 | | |
| | EIT00553 | 03/19/18 | 2016 NJEIT PROJECT | Open | 1,341.51 | 0.00 | | |
| | | | | | 4,076.36 | | | |
| TOWN001 TOWNSHIP OF OCEAN | | | | | | | | |
| | 18-00149 | 03/08/18 | GAS, DIESEL and GROUP LIFE | Open | 2,688.13 | 0.00 | | |
| VERIZON2 VERIZON | | | | | | | | |
| | 18-00010 | 01/02/18 | TELEPHONE | Open | 49.99 | 0.00 | | |
| WARS001 WARSHAUER ELECTRIC SUPPLY | | | | | | | | |
| | 18-00146 | 03/06/18 | GENERAL REPAIRS and SUPPLIES | Open | 27.98 | 0.00 | | |
| WAST001 WASTE MANAGEMENT OF NJ | | | | | | | | |
| | 18-00013 | 01/02/18 | GRIT DISPOSAL | Open | 1,590.00 | 0.00 | | |
| | 18-00016 | 01/02/18 | PAPER RECYCLING | Open | 112.08 | 0.00 | | |
| | | | | | 1,702.08 | | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|--------------------------------|----------|----------|------------------------|--------|----------|-------------|----------|---------|
| WEF001 WEF MEMBERSHIP RENEWALS | | | | | | | | |
| | 18-00123 | 02/20/18 | DUES and SUBSCRIPTIONS | Open | 107.00 | 0.00 | | |
| WISS WISS & COMPANY, LLP | | | | | | | | |
| | EIT00549 | 02/20/18 | 2017 MCIA LOAN | Open | 3,500.00 | 0.00 | | |
| WOSZC01 MARK WOSZCZAK | | | | | | | | |
| | 18-00020 | 01/02/18 | CONTRACTOR REPAIRS | Open | 4,986.49 | 0.00 | | |
| | 18-00062 | 01/23/18 | CONTRACTOR REPAIRS | Open | 3,937.14 | 0.00 | | |
| | | | | | 8,923.63 | | | |

Total Purchase Orders: 57 Total P.O. Line Items: 0 Total List Amount: 248,106.50 Total Void Amount: 0.00

| Totals by Year-Fund | | | | | | | |
|---------------------|-------------|-------------|-------------|--------------|---------------|-----------|------------|
| Fund Description | Fund | Expend Rcvd | Expend Held | Expend Total | Revenue Total | G/L Total | Total |
| GENERAL FUND | 7-01 | 6,843.67 | 0.00 | 6,843.67 | 0.00 | 11,279.58 | 18,123.25 |
| GENERAL FUND | 8-01 | 125,856.78 | 0.00 | 125,856.78 | 0.00 | 10,564.13 | 136,420.91 |
| | 8-02 | 21,315.00 | 0.00 | 21,315.00 | 0.00 | 56,968.60 | 78,283.60 |
| | 8-05 | 15,278.74 | 0.00 | 15,278.74 | 0.00 | 0.00 | 15,278.74 |
| | Year Total: | 162,450.52 | 0.00 | 162,450.52 | 0.00 | 67,532.73 | 229,983.25 |
| Total of All Funds: | | 169,294.19 | 0.00 | 169,294.19 | 0.00 | 78,812.31 | 248,106.50 |

| Totals by Fund | | | | | | | |
|---------------------|------|-------------|-------------|--------------|---------------|-----------|------------|
| Fund Description | Fund | Expend Rcvd | Expend Held | Expend Total | Revenue Total | G/L Total | Total |
| GENERAL FUND | 01 | 132,700.45 | 0.00 | 132,700.45 | 0.00 | 21,843.71 | 154,544.16 |
| | 02 | 21,315.00 | 0.00 | 21,315.00 | 0.00 | 56,968.60 | 78,283.60 |
| | 05 | 15,278.74 | 0.00 | 15,278.74 | 0.00 | 0.00 | 15,278.74 |
| Total of All Funds: | | 169,294.19 | 0.00 | 169,294.19 | 0.00 | 78,812.31 | 248,106.50 |

| Fund Description | Fund | Current | Prior Rcvd | Prior Open | Paid Prior | Fund Total |
|---------------------|-------------|------------|------------|------------|------------|------------|
| GENERAL FUND | 7-01 | 6,843.67 | 0.00 | 0.00 | 0.00 | 6,843.67 |
| GENERAL FUND | 8-01 | 125,856.78 | 0.00 | 0.00 | 0.00 | 125,856.78 |
| | 8-02 | 21,315.00 | 0.00 | 0.00 | 0.00 | 21,315.00 |
| | 8-05 | 15,278.74 | 0.00 | 0.00 | 0.00 | 15,278.74 |
| | Year Total: | 162,450.52 | 0.00 | 0.00 | 0.00 | 162,450.52 |
| Total of All Funds: | | 169,294.19 | 0.00 | 0.00 | 0.00 | 169,294.19 |

AUTHORIZING GRANT OF PRELIMINARY APPROVAL FOR BURKE CONTRACTING YARD and OFFICE - APPLICATION NUMBER 186

WHEREAS, preliminary, tentative and final applications were submitted for Burke Contracting Yard and Office on or about October 24, 2017; and

WHEREAS, the Authority’s engineer has recommended the granting of preliminary approval subject to conditions in its letter dated March 8, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary approval is granted to Burke Contracting Yard and Office - application number 186, subject to compliance with the conditions set forth in CME Associates’ letter dated March 8, 2018; and

BE IT FURTHER RESOLVED that the Authority’s Executive Director is authorized to sign any forms required by the New Jersey Department of Environmental Protection relative to the providing of sewer service to the applicant’s property.

| | 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 Regular Meeting held on April 3, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING GRANT OF PRELIMINARY APPROVAL FOR NORWOOD AVENUE HOLDINGS, LLC - APPLICATION NUMBER 187

WHEREAS, a preliminary application was submitted for Norwood Avenue Holdings, LLC on or about January 12, 2018; and

WHEREAS, the Authority’s engineer has recommended the granting of preliminary approval subject to conditions in its letter dated March 8, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary approval is granted to Norwood Avenue Holdings, LLC - application number 187, subject to compliance with the conditions set forth in CME Associates’ letter dated March 8, 2018; and

BE IT FURTHER RESOLVED that the Authority’s Executive Director is authorized to sign any forms required by the New Jersey Department of Environmental Protection relative to the providing of sewer service to the applicant’s property.

| | Motion | Second | Aye | Nay | Abstain | Absent |
|------------|--------|--------|-----|-----|---------|--------|
| Bernhardt | | | | | | |
| Galvin | | | | | | |
| Stubbs | | | | | | |
| Theodora | | | | | | |
| Villapiano | | | | | | |

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RALPH E. STUBBS, Secretary

**AUTHORIZING ADJUSTMENT TO ACCOUNT
NUMBER 18916-0**

WHEREAS, Monmouth Property, LLC is the owner of 246 Monmouth Road in the Township of Ocean (account number 18916-0) (the "Property"); and

WHEREAS, water usage in 2017 for the Property was 351,000 gallons; and

WHEREAS, Monmouth Property, LLC has provided copies of water bills for the Property from January 7, 2017 to January 4, 2018, 2017; and

WHEREAS, the water bills show average monthly usage of 2,500 gallons except for July 8, 2017 to November 7, 2018; and

WHEREAS, the increased water usage is the result of a sprinkler system; and

WHEREAS, the average monthly usage without the sprinkler system would result in annual usage of 30,000 gallons, an amount less than the usage resulting in an excess usage charge.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes that the 2018 usage adjustment for account 18916-0 be reduced to zero; and

BE IT FURTHER RESOLVED that the 2018 annual service charge be reduced to \$460.

| | Motion | Second | Aye | Nay | Abstain | Absent |
|------------|--------|--------|-----|-----|---------|--------|
| Bernhardt | | | | | | |
| Galvin | | | | | | |
| Stubbs | | | | | | |
| Theodora | | | | | | |
| Villapiano | | | | | | |

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RALPH E. STUBBS, Secretary

**AUTHORIZING REFUND TO SUNSET VENTURES,
LLC ON ACCOUNT NUMBER 18901-0**

WHEREAS, Sunset Ventures, LLC is the owner of 1750 Brielle Avenue in the Township of Ocean (account number 18901-0) (the “Property”); and

WHEREAS, water usage for the Property since 2010 has ranged from 46,000 gallons in 2012 and 2017 to 683,000 gallons in 2016 with an average annual usage of 174,625 gallons; and

WHEREAS, the 2017 usage of 46,000 gallons has resulted in a credit on the account of \$3,382.90; and

WHEREAS, the average annual usage, leaving out the high and low readings, would result in annual usage of 111,333 gallons, which would result in an excess usage charge of \$239.40.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$2,223.50 to Sunset Ventures, LLC.

| | Motion | Second | Aye | Nay | Abstain | Absent |
|------------|--------|--------|-----|-----|---------|--------|
| Bernhardt | | | | | | |
| Galvin | | | | | | |
| Stubbs | | | | | | |
| Theodora | | | | | | |
| Villapiano | | | | | | |

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RALPH E. STUBBS, Secretary

AUTHORIZING REFUND TO THE ESTATE OF HELEN MURPHY ON ACCOUNT NUMBER 817-0

WHEREAS, the Estate of Helen Murphy was the former owner of 3 Greenbrier Road Avenue in the Township of Ocean (account number 817-0) (the “Property”); and

WHEREAS, the payment of the quarterly annual service charges was accomplished through a direct debit from the Murphy’s account; and

WHEREAS, the Estate sold the Property on April 10, 2017; and

WHEREAS, the annual sewer service charge was adjusted through the second quarter 2017; and

WHEREAS, direct debits for the third and fourth quarter 2017 and first quarter 2018 annual service charges continued to be made from the Murphy’s account.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$345.00 to the Estate of Helen Murphy for direct debit withdrawals for the 2017 third and fourth quarter and 2018 first quarter annual service charges.

| | Motion | Second | Aye | Nay | Abstain | Absent |
|------------|--------|--------|-----|-----|---------|--------|
| Bernhardt | | | | | | |
| Galvin | | | | | | |
| Stubbs | | | | | | |
| Theodora | | | | | | |
| Villapiano | | | | | | |

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