

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
JULY 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. Operator'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 18-59: Bill List
13. Consent Agenda
 - a. Approval of minutes of June 7, 2018 regular meeting
 - b. Motion to receive and file Operation Manager's Report
 - c. Resolution 18-60: Certification of 2017 Audit
 - d. Resolution 18-61: Authorizing change order number 2 in the amount of negative \$137,177.39 and final payment in the amount of \$96,542.26 to

SWERP Incorporated for Berkeley Avenue, Lakeview Avenue and Lincoln Drive
Sanitary Sewer Replacement Project

e. Resolution 18-62: Authorizing adjustment to account number
18538-0

f. Resolution 18-63: Authorizing contract with Maser Consulting,
P.A. for bid and construction phase services for 2015/2016 NJEIT project to rebuild the
Interlaken Pump Station in an amount not to exceed \$156,300

14. Resolution 18-57: Authorizing contract with Hazen and Sawyer for bid
and construction phase services for the replacement of a portion of the ocean outfall pipe
in an amount not to exceed \$498,798

15. Public Comment
16. Comments by Authority Members
17. Closed Session, if necessary
18. Adjournment

RESOLUTION 18 - 59

BILL LIST

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	18-00299	06/11/18	SLUDGE DISPOSAL	Open	49,050.00	0.00		
AGENERAL A-GENERAL SEWER & PLUMBING	18-00244	05/13/18	CONTRACTOR REPAIRS	Open	1,875.00	0.00		
AQUA LAB AQUA PRO-TECH LABORATORIES	18-00309	06/15/18	LAB TESTING	Open	1,710.00	0.00		
ARAMARK ARAMARK	18-00264	05/22/18	UNIFORMS	Open	471.03	0.00		
ASBURY01 ASBURY PARK PRESS-ADS	18-00313	06/18/18	LEGAL ADVERTISING	Open	201.65	0.00		
ATH001 LINDA ATHANS	18-00316	06/21/18	HOSPITALIZATION INSURANCE	Open	4,188.00	0.00		
BATBULBS BATTERIES+BULBS	18-00324	06/28/18	GENERAL REPAIRS and SUPPLIES	Open	19.98	0.00		
BRAD CAR BRADLEY CAR CARE	18-00191	04/05/18	TRUCK EXPENSES	Open	658.57	0.00		
CERT001 CERTIFIED LABORATORIES	18-00045	01/16/18	UNOX MAINTENANCE	Open	361.58	0.00		
CINTAS01 CINTAS CORPORATION #062	18-00015	01/02/18	UNIFORMS	Open	663.20	0.00		
CLEARY CLEARY GIACOBBE ALFIERI JACOBS	18-00311	06/18/18	LEGAL	Open	2,135.00	0.00		
CME00001 CME ASSOCIATES	18-00284	06/04/18	ENGINEERING SERVICES	Open	1,490.00	0.00		
DELT001 DELTA DENTAL PLAN OF NJ	18-00011	01/02/18	DENTAL INSURANCE PREMIUMS	Open	2,305.11	0.00		
DIRECTEN DIRECT ENERGY BUSINESS	18-00312	06/18/18	NATURAL GAS	Open	29.83	0.00		
GPJAGER GP JAGER INC.	18-00260	05/17/18	GENERAL REPAIRS and SUPPLIES	Open	1,414.20	0.00		
GREELEY GREELEY AND HANSEN LLC	18-00293	06/08/18	ENGINEERING SERVICES	Open	6,404.81	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GREELEY GREELEY AND HANSEN LLC Continued								
	18-00326	06/28/18	ENGINEERING	Open	4,501.82	0.00		
					10,906.63			
HALL001 HALL & ASSOCIATES								
	EIT00543	06/22/18	OCEAN OUTFALL REPLACEMENT	Open	223.84	0.00		
HAZEN HAZEN and SAWYER								
	EIT00562	06/15/18	OCEAN OUTFALL REPLACEMENT	Open	49,113.72	0.00		
HOME001 THE HOME DEPOT								
	18-00229	04/30/18	GENERAL REPAIRS and SUPPLIES	Open	43.02	0.00		
INGE001 INGERSOLL-RAND COMPANY								
	18-00196	04/09/18	UNOX MAINTENANCE	Open	2,011.05	0.00		
LIVEVAUL KeepItSafe, Inc. - LiveVault								
	18-00005	12/30/17	ADMINISTRATIVE OTHER EXPENSES	Open	20.00	0.00		
MIRA001 MIRACLE CHEMICAL CO								
	18-00280	06/01/18	SODIUM HYPOCHLORITE	Open	4,567.80	0.00		
NEP AUTO NEPTUNE AUTO SUPPLY								
	18-00286	06/06/18	GENERAL REPAIRS and SUPPLIES	Open	9.34	0.00		
	18-00304	06/14/18	GENERAL REPAIRS and SUPPLIES	Open	44.54	0.00		
					53.88			
NJAM001 NEW JERSEY AMERICAN WATER								
	18-00294	06/11/18	WATER	Open	1,919.53	0.00		
NJNAT001 NEW JERSEY NATURAL GAS CO								
	18-00308	06/15/18	NATURAL GAS	Open	49.69	0.00		
ONECALL ONE CALL CONCEPTS, INC								
	18-00281	06/01/18	ONE CALL SERVICE	Open	490.00	0.00		
PARKPUMP PARK PUMPS & CONTROLS, INC.								
	18-00277	05/31/18	MAGNESIUM HYDROXIDE	Open	1,370.00	0.00		
POLYD001 POLYDYNE INC								
	18-00314	06/19/18	POLYMER	Open	4,922.00	0.00		
SCHMEL01 WILLIAM E SCHMELING								
	18-00318	06/22/18	TELEPHONE	Open	110.00	0.00		
SEAB001 SEABOARD WELDING SUPPLY INC								
	18-00257	05/16/18	LIQUID OXYGEN	Open	2,383.92	0.00		
	18-00272	05/25/18	LIQUID OXYGEN	Open	1,706.13	0.00		
	18-00283	06/04/18	LIQUID OXYGEN	Open	2,618.86	0.00		
	18-00300	06/11/18	LIQUID OXYGEN	Open	1,230.65	0.00		
					7,939.56			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SIEMENS EVOQUA WATER TECHNOLOGIES LLC								
	18-00263	05/21/18	BIOXIDE	Open	6,274.40	0.00		
	18-00287	06/06/18	BIOXIDE	Open	6,294.64	0.00		
					12,569.04			
SISS001 PERMADUR INDUSTRIES, INC.								
	18-00200	04/13/18	CRANE INSPECTION	Open	3,410.00	0.00		
SITEONE SiteOne LANDSCAPE SUPPLY								
	18-00291	06/06/18	GENERAL REPAIRS and SUPPLIES	Open	233.68	0.00		
SPECTROT SPECTROTEL								
	18-00002	12/30/17	TELEPHONE	Open	271.94	0.00		
STAT002 STATE OF NJ DEPT.OF TREAS.DIV.								
	18-00001	12/30/17	HEALTH INSURANCE PREMIUMS	Open	39,168.15	0.00		
STATE001 NJ DEPARTMENT OF TREASURY								
	18-00303	06/14/18	PERMITS	Open	37,209.99	0.00		
STEW001 LOIS M STEWART								
	18-00315	06/19/18	HEALTH INSURANCE	Open	1,320.00	0.00		
SWERP SWERP INCORPORATED								
	EIT00563	06/27/18	2016 NJEIT PROJECT	Open	96,542.26	0.00		
TRAN001 TRANS BEARING CO INC								
	18-00273	05/29/18	GENERAL REPAIRS and SUPPLIES	Open	177.26	0.00		
USA BLUE USA BLUE BOOK								
	18-00302	06/14/18	GENERAL REPAIRS and SUPPLIES	Open	32.40	0.00		
VERIZON2 VERIZON								
	18-00010	01/02/18	TELEPHONE	Open	49.99	0.00		
WAST001 WASTE MANAGEMENT OF NJ								
	18-00016	01/02/18	PAPER RECYCLING	Open	130.92	0.00		
WOSZCZ01 MARK WOSZCZAK								
	18-00270	05/24/18	CONTRACTOR REPAIRS	Open	7,622.82	0.00		
<hr/>								
Total Purchase Orders:	49	Total P.O. Line Items:	0	Total List Amount:	349,052.32	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	8-01	203,172.50	0.00	203,172.50	0.00	0.00	203,172.50
	8-02	0.00	0.00	0.00	0.00	145,879.82	145,879.82
Total Of All Funds:		203,172.50	0.00	203,172.50	0.00	145,879.82	349,052.32

Totals by Fund							
Fund Description	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	01	203,172.50	0.00	203,172.50	0.00	0.00	203,172.50
	02	0.00	0.00	0.00	0.00	145,879.82	145,879.82
Total Of All Funds:		<u>203,172.50</u>	<u>0.00</u>	<u>203,172.50</u>	<u>0.00</u>	<u>145,879.82</u>	<u>349,052.32</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	8-01	203,172.50	0.00	0.00	0.00	203,172.50
Total Of All Funds:		<u>203,172.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>203,172.50</u>

RESOLUTION 18 - 60

CERTIFICATION OF 2017 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to conduct an annual audit of its books, accounts and financial transactions; and

WHEREAS, the 2017 Annual Report of Audit has been filed by a Registered Municipal Account with the Executive Director of the Authority pursuant to N.J.S.A. 40A:5-6, and a copy received by each Commissioner of the Township of Ocean Sewerage Authority; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6-5, a regulation requiring that the governing body of each local unit shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the local governing body have reviewed, at a minimum, the sections of the annual audit titled "Comments and Recommendations"; and

WHEREAS, the members of the local governing body have personally reviewed, at a minimum, the Annual Report of Audit for 2017, and specifically the sections of the Annual Audit titled "Comments and Recommendations", as evidenced by the Group Affidavit of the governing body attached to this Resolution; and

WHEREAS, such resolution of certification shall be adopted by the local governing body no later than forty-five (45) days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6-5; and

WHEREAS, all members of the local governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated above and have subscribed to the Group Affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject members of the local governing body to the penalty provisions of R.S. 52:27BB-52:

A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Township of Ocean Sewerage Authority hereby states that it has complied with N.J.A.C. 5:30:6-5; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution with the Group Affidavit be forwarded to the Division of Local Government Services to show compliance with N.J.A.C. 5:30:6-5.

	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 July 3, 2018.

RALPH E. STUBBS, Secretary

AUTHORIZING CHANGE ORDER NUMBER 2 IN THE AMOUNT OF NEGATIVE \$137,177.39 and FINAL PAYMENT IN THE AMOUNT OF \$96,542.26 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, due to changes in the quantities and scope of the Project, the contract requires a second change order; and

WHEREAS, the Authority’s engineer has prepared Change Order Number 2 in the amount of negative \$137,177.39 to account for final quantities of the Project; and

WHEREAS, all work under the revised scope of the Project has been completed; and

WHEREAS, the Authority’s engineer has prepared Payment Application Number 2 in the amount of \$96,542.26 representing final and full payment for the Project.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director to sign Change Order Number 2 in the amount of negative \$137,177.39; and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$96,542.26 to SWERP Incorporated representing final and full payment for the Project; and

BE IT FURTHER RESOLVED that final payment shall not be issued to SWERP Incorporated until such time as the posting of a two-year maintenance bond in the amount of \$123,110.70.

	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 July 3, 2018.

RALPH E. STUBBS, Secretary

**AUTHORIZING ADJUSTMENT TO ACCOUNT
NUMBER 18538-0**

WHEREAS, the property located at 208 Monmouth Road is identified as sewer account number 18538-0; and

WHEREAS, the 2017 water reading use for the account was 120,000 gallons; and

WHEREAS, the owner of the property was required by the Township to install a sprinkler system for the maintenance of the lawn; and

WHEREAS, a review of the water usage for the property shows normal monthly usage of 2,000 gallons except during the summer months; and

WHEREAS, the normal monthly usage would not result in an excess usage..

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the 2017 water usage for account number 18538-0 be adjusted to 72,000 gallons resulting in no excess usage charge and 2018 quarterly bills of \$115.00.

	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 July 3, 2018.

RALPH E. STUBBS, Secretary

**AUTHORIZING CONTRACT WITH MASER CONSULTING, P.A.
FOR BID AND CONSTRUCTION PHASE SERVICES FOR
2015/2016 NJEIT PROJECT TO REBUILD THE INTERLAKEN
PUMP STATION IN AN AMOUNT NOT TO EXCEED \$156,300**

WHEREAS, Maser Consulting, P.A. (“Maser”) previously provided the Authority with a proposal dated November 5, 2013 for bid and construction services for the 2015/2016 NJEIT project to rebuild the Interlaken Pump Station (the “Project”); and

WHEREAS, due to delays in the project, Maser’s original proposal fails to adequately address their time and costs with regard to engineering services for the Project; and

WHEREAS, Maser has presented the Authority with a proposal dated June 15, 2018 to perform bid and construction phase services for the Project in an amount not to exceed \$156,300; and

WHEREAS, the Executive Director has certified there are funds available for this project from the New Jersey Infrastructure Bank, project number S340750-12.

THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby authorizes Maser Consulting P.A. to perform bid and construction phase services for the 2015/2016 NJEIT project to rebuild the Interlaken Pump Station in an amount not to exceed \$156,300.

	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 July 3, 2018.

RALPH E. STUBBS, Secretary