

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
**REGULAR MEETING**  
**March 5, 2024**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Galvin, Johnson, Miller, Theodora, Valentino
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 sent to the Asbury Park Press and the Coaster on February 8, 2024 and mailed to its service communities on February 8, 2024, and posted on its website. The minutes of this meeting will be available after Board approval at a subsequent meeting.

The meeting is available in real time to the public by logging in to [meet.google.com/hvy-nivn-pdi](https://meet.google.com/hvy-nivn-pdi) or calling 857-323-2408, PIN 182 159 490#.

**WORK SESSION**

5. Executive Director's Report
6. Attorney's Report
7. Engineering Report
8. Operator's, Maintenance and Collection Reports
  - a. Motion to receive and file 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 23-20: Bill List**
13. Consent Agenda a-c: **items will be voted on together unless an item is removed from the Consent Agenda prior to reading of Consent Agenda**
  - a. Approval of minutes of February 6, 2024 regular meeting
  - b. **Resolution 23-21** Authorizing Execution of Permanent Financing Loan Documents for Asbury Avenue and Longview Pump Station Upgrades

c. **Resolution 23-22** Authorizing the Hiring of Amy Stewart as Recording Secretary

14. Closed Session, if necessary
15. Adjournment

**RESOLUTION 24-20**

**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	\$234,581.92
REVIEW and INSPECTION	0
RENEWAL and REPLACEMENT	0
EIT and CONSTRUCTION	109,834.56
PAYROLL ACCOUNT	<u>90,725.37</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$435,141.85</b>

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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, 2024

\_\_\_\_\_  
Secretary

## BILL LIST SUMMARY

Meeting Date March 5, 2024

<b>General Fund Vouchers</b>	<b>\$234,581.92</b>	
Bill List Total		\$344,416.48
<b>Payroll</b>	<b>\$90,725.37</b>	
February 9 Payroll Transfer		\$45,676.35
February 23 Payroll Transfer		\$45,049.02
<b>Construction</b>	<b>\$109,834.56</b>	
2016 NJEIT Project (Interlaken PS Bulkhead) PS&S	\$0.00	\$0.00
2017 NJEIT Project (Asbury Ave & Longview) DeMaio Electrical Company, Inc. T&M Associates	\$89,421.06	\$83,597.71 \$5,823.35
2017 MCIA Bond Van Cleef (Plant Assessment)	\$14,600.00	\$14,600.00
2019 MCIA Bond Woszczak	\$0.00	\$0.00
2021 MCIA Bond Spartan Construction CME (Sludge Building C&A)	\$5,813.50	\$0.00 \$5,813.50
<b>Review &amp; Inspection</b>	<b>\$0.00</b>	
CME Associates	\$0.00	
Ocean Town Centre		\$0.00
<b>R &amp; R</b>	<b>\$0.00</b>	\$0.00
<b>TOTAL BILL LIST AMOUNT</b>		<b>\$435,141.85</b>

P.O. Type: All  
 Range: First to Last  
 Format: Condensed  
 Vendors: All  
 Rcvd Batch Id Range: First to Last

Open: N  
 Rcvd: Y  
 Bid: Y

Paid: N  
 Held: Y  
 State: Y

Void: N  
 Aprv: N  
 Other: Y  
 Exempt: Y

Include Non-Budgeted: Y  
 Prior Year Only: N

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AEA 001	AEA HEADQUARTERS	24-00036	02/05/24	Management Conference	Open	390.00	0.00		
AMB001	AMBASSADOR MEDICAL SERVICE	24-00049	02/14/24	Drug Testing	Open	152.00	0.00		
AMERWEAR	AMERICAN WEAR UNIFORMS	24-00008	12/21/23	Uniforms	Open	391.72	0.00		
		24-00065	02/21/24	Rivera Uniforms	Open	364.85	0.00		
						756.57			
AQUA LAB	AQUA PRO-TECH LABORATORIES	24-00053	02/14/24	Lab Testing	Open	486.90	0.00		
ASBURY01	Gannett NY-NJ LocaliQ	24-00064	02/21/24	Legal Ads	Open	217.64	0.00		
ATH001	LINDA ATHANS	24-00069	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		
ATLA001	ATLANTIC PLUMBING SUPPLY CORP.	24-00050	02/14/24	Pipe Fittings	Open	8.94	0.00		
ATT	AT&T MOBILITY	24-00023	01/17/24	Pump Station Cellular	Open	412.16	0.00		
BANK001	THE BANK OF NEW YORK MELLON	24-00038	02/13/24	MCIA 2017 Revenue Bonds	Open	3,300.00	0.00		
BULLE01	BULLET LOCK & SAFE CO., INC.	24-00048	02/14/24	Dead Bolt and Master Key	Open	99.25	0.00		
CME00001	CME ASSOCIATES	EIT00896	02/16/24	SLUDGE BLDG CA	Open	5,813.50	0.00		
CON002	MYRIAM C CONDELLO	24-00011	12/22/23	MEDICARE REIMBURSEMENT	Open	1,048.20	0.00		
DELT001	DELTA DENTAL PLAN OF NJ	24-00043	02/13/24	DENTAL PREMIUM MARCH	Open	3,071.89	0.00		
DEMAIO	DeMAIO ELECTRICAL COMPANY, INC	EIT00893	02/15/24	ALPS PAY CERT #16	Open	83,597.71	0.00		
DESAR001	ANDREW G DE SARNO	24-00070	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
DIOR001	THOMAS DIORIO	24-00010	12/22/23	MEDICARE REIMBURSEMENT	Open	1,048.20	0.00		
FASTENAL	FASTENAL COMPANY	24-00040	02/13/24	DISPOSABLE GLOVES	Open	925.60	0.00		
FREE001	FREEHOLD CARTAGE INC	24-00056	02/16/24	GRIT REMOVAL	Open	1,949.00	0.00		
GRAI001	GRAINGER WW INC	24-00063	02/21/24	Parts and Supplies	Open	1,490.39	0.00		
HOME001	HOME DEPOT CREDIT SERVICES	24-00062	02/21/24	SUPPLIES	Open	3,364.54	0.00		
JCPL001	JERSEY CENTRAL POWER & LIGHT	23-00481	12/01/23	Electric	Open	30,233.31	0.00		
		24-00067	02/22/24	electric	Open	<u>31,369.91</u>	0.00		
						61,603.22			
JETVACEQ	JET VAC EQUIPMENT, LLC	24-00058	02/21/24	VACTOR REPAIRS	Open	4,269.15	0.00		
KOCHEL01	DAVID R KOCHER	24-00009	12/22/23	MEDICARE REIMBURSEMENT	Open	3,048.00	0.00		
LIVEVAUL	KeepItSafe, Inc. - LiveVault	24-00032	01/29/24	Computer Backup	Open	21.82	0.00		
LYONS	LYONS ENVIRONMENTAL SERVICES	24-00046	02/13/24	LAB SERVICES	Open	845.00	0.00		
MIRA001	MIRACLE CHEMICAL CO	24-00072	02/23/24	Sodium Hypochlorite	Open	13,560.00	0.00		
NALCO	NALCO COMPANY	24-00031	01/29/24	Water Treatment	Open	542.76	0.00		
		24-00045	02/13/24	ENERGY SURCHARGE	Open	<u>118.42</u>	0.00		
						661.18			
NEPTUNE	TOWNSHIP OF NEPTUNE	24-00047	02/14/24	Annual Service Charges	Open	4,140.00	0.00		
NJAM001	NEW JERSEY AMERICAN WATER	24-00042	02/13/24	WATER	Open	4,555.46	0.00		
NJMVC	NJ MOTOR VEHICLE COMMISSION	24-00074	02/26/24	Trailer Registration	Open	135.00	0.00		
NJNAT001	NEW JERSEY NATURAL GAS CO	24-00059	02/21/24	NATURAL GAS	Open	1,924.05	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ONECALL	ONE CALL CONCEPTS, INC	24-00052	02/14/24	January One Call	Open	755.03	0.00		
ROCKMILL	ROCK MILLS ENTERPRISE	23-00480	12/01/23	Manhole Lifter Parts	Open	68.50	0.00		
RUSS001	RUSSELL REID	24-00044	02/13/24	SLUDGE DISPOSAL JANUARY	Open	59,042.55	0.00		
SCHMEL01	WILLIAM E SCHMELING	24-00012	12/22/23	MEDICARE REIMBURSEMENT	Open	1,545.00	0.00		
SEAB001	SEABOARD WELDING SUPPLY INC	24-00025	01/17/24	Tank Rental	Open	57.75	0.00		
SEWERRAT	SEWER RAT TRENCHLESS SOLUTIONS	24-00051	02/14/24	Trenchless Repair	Open	4,500.00	0.00		
SPECTROT	SPECTROTEL	24-00022	01/17/24	Telephone	Open	340.21	0.00		
STAT002	STATE OF NJ DEPT.OF TREAS.DIV.	24-00014	12/22/23	HEALTH INSURANCE PREMIUMS	Open	45,445.85	0.00		
STATE001	NJ DEPARTMENT OF TREASURY	24-00039	02/13/24	Annual Report Filing Fee	Open	88.00	0.00		
STEWART	STEWART INDUSTRIES	23-00478	02/14/24	Copier Maintenance	Open	75.44	0.00		
T-M00001	T & M ASSOCIATES	EIT00894	02/15/24	ALPS CA	Open	5,823.35	0.00		
TIRE01	STATE TIRE AND AUTO CENTER	24-00055	02/16/24	Truck Tires	Open	2,061.30	0.00		
TOWN001	TOWNSHIP OF OCEAN	23-00479	02/14/24	December Fuel	Open	729.53	0.00		
		24-00057	02/21/24	JANUARY FUEL	Open	<u>1,191.10</u>	0.00		
						1,920.63			
TOWN002	TOWNE HARDWARE	24-00041	02/13/24	OFFICE IMPROVEMENTS	Open	89.97	0.00		
UGI001	UGI Energy Services	24-00060	02/21/24	NATURAL GAS	Open	1,197.29	0.00		
USBANK	US BANK OPERATIONS CENTER	24-00061	02/21/24	2021B REV BONDS TRUSTEE FEE	Open	475.00	0.00		
VACC001	FRANK VACCHIANO	24-00071	02/22/24	Medicare Reimbursement	Open	1,048.20	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
VANCLEEF	VAN CLEEF ENGINEERING ASSOC	EIT00895	02/16/24	Plant Assessment	Open	14,600.00	0.00			
VERIZON2	VERIZON	24-00007	12/21/23	Telephone	Open	140.64	0.00			
WILDER	LAUREN WILDER	24-00068	02/22/24	Website Maintenance	Open	150.00	0.00			
Total Purchase Orders:		55	Total P.O. Line Items:		0	Total List Amount:		344,416.48	Total Void Amount:	0.00

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS TO BE EXECUTED BY THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY AND EACH OF THE NEW JERSEY INFRASTRUCTURE BANK AND THE STATE OF NEW JERSEY, ACTING BY AND THROUGH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, AND FURTHER AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT AND, IF NECESSARY, A CONTINUING DISCLOSURE AGREEMENT, ALL PURSUANT TO THE NEW JERSEY INFRASTRUCTURE BANK FINANCING PROGRAM**

**WHEREAS**, the Township of Ocean Sewerage Authority (the "Local Unit") has determined that there exists a need within the service area of the Local Unit to acquire, construct, renovate and/or install the Project (the "Project") as defined in (i) that certain Loan Agreement (the "I-Bank Loan Agreement") to be entered into by and between the Local Unit and the New Jersey Infrastructure Bank (the "I-Bank") and, if applicable, (ii) that certain Loan Agreement (the "Fund Loan Agreement") to be entered into by and between the Local Unit and the State of New Jersey, acting by and through the Department of Environmental Protection (the "State"), all pursuant to the New Jersey Infrastructure Bank Financing Program (the "Program");

**WHEREAS**, the Local Unit has determined to finance the acquisition, construction, renovation and/or installation of the Project with the proceeds of (i) a loan to be made by the I-Bank pursuant to the I-Bank Loan Agreement (the "I-Bank Loan") and, if applicable, (ii) a loan to be made by the State pursuant to the Fund Loan Agreement (the "Fund Loan", and together with the I-Bank Loan, the "Loans");

**WHEREAS**, on May 2, 2023, the Local Unit adopted a resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO \$1,300,000 PRINCIPAL AMOUNT OF SUBORDINATED SEWER REVENUE BONDS OF THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY IN CONNECTION WITH THE AUTHORITY'S ASBURY AVENUE AND LONGVIEW PUMP STATIONS PROJECT" (the "Bond Resolution"), authorizing, inter alia, the issuance of bonds in an aggregate principal amount not to exceed \$1,300,000 to finance the costs of a portion of the Project;

**WHEREAS**, to evidence the Loans, the I-Bank requires the Local Unit to authorize, execute and deliver the Local Unit's Subordinated Sewer Revenue Bond, Series 2024A to the I-Bank (the "I-Bank Loan Bond") and, if applicable, the Local Unit's Subordinated Sewer Revenue Bond, Series 2024B to the State (the "Fund Loan Bond", and together with the I-Bank Loan Bond, the "Local Unit Bonds") in an aggregate principal amount not to exceed \$1,300,000 pursuant to the terms of applicable law, the Bond Resolution and the Loan Agreements; and

**WHEREAS**, the I-Bank and the State have expressed their desire to close in escrow the making of the Loans, the issuance of the Local Unit Bonds and the execution and delivery of the Loan Agreements, all pursuant to the terms of an Escrow Agreement (the "Escrow Agreement")

to be entered into by and among the I-Bank, the State, the Local Unit and the escrow agent named therein;

**WHEREAS**, in connection with the I-Bank Loan, the Local Unit may be required to enter into a Continuing Disclosure Agreement with the I-Bank and its bond trustee and/or dissemination agent (the "Continuing Disclosure Agreement"), by which the Local Unit may be required to provide, or cause to be provided, certain financial information and operating data and notices of certain enumerated events in respect of the Local Unit and/or the Township of Brick.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Local Unit as follows:

**Section 1.** The I-Bank Loan Agreement, the Fund Loan Agreement and the Escrow Agreement (collectively, the "Financing Documents") are hereby authorized to be executed and delivered on behalf of the Local Unit by either the Chairman, the Vice Chairman, the Executive Director or the Treasurer of the Local Unit (each an "Authorized Officer"), in substantially the forms attached hereto as Exhibits A, B and C, respectively, with such changes as the Authorized Officer executing same, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit (collectively, the "Local Unit Consultants") and after further consultation with the I-Bank and its representatives, agents, counsel and advisors (collectively, the "Program Consultants", and together with the Local Unit Consultants, the "Consultants"), shall determine, such determination to be conclusively evidenced by the execution of such Financing Documents by an Authorized Officer as determined hereunder. The Secretary of the Local Unit is hereby authorized to attest to the execution of the Financing Documents by an Authorized Officer of the Local Unit as determined hereunder and to affix the corporate seal of the Local Unit to such Financing Documents.

**Section 2.** The Local Unit hereby authorizes the preparation and distribution of financial statements and demographic and other information concerning the Local Unit and any related government entity, if applicable, contained in a "Preliminary Official Statement" and final "Official Statement" to be issued in connection with the marketing of the I-Bank's bonds relating to the I-Bank Loan. In furtherance of such authorization, the Local Unit hereby severally directs the Authorized Officers to take such action as the particular Authorized Officer, after consultation with the Consultants, deems necessary, desirable or convenient in connection with the preparation and distribution of such information for inclusion in the Preliminary Official Statement and the final Official Statement.

**Section 3.** The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Secretary of the Local Unit is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, (i) the Continuing Disclosure Agreement, if required, in such form as shall be presented by the I-Bank and approved by the Authorized Officer executing same, such approval to be conclusively evidenced by the execution thereof by an Authorized Officer as determined hereunder, and (ii) any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with the Consultants, to be executed in connection with the execution and delivery of the Financing Documents and the consummation of the transactions contemplated thereby, which determination shall be conclusively evidenced by the execution of each such

certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery thereof. Such closing certificates shall include, without limitation, (a) a determination that any information provided by the Local Unit in connection with the preparation and distribution of the (i) Preliminary Official Statement is "deemed final" for the purposes and within the meaning of Rule 15c2-12 and (ii) Official Statement constitutes a final Official Statement for the purposes and within the meaning of Rule 15c2-12, and (b) a determination that any information provided by or on behalf of the Local Unit or relating to the Local Unit, the Loan Agreements, the Escrow Agreement or the transactions contemplated thereby in connection with the preparation and distribution of the Preliminary Official Statement and the Official Statement complies with Section 10 and Rule 10b-5 of the Securities Exchange Act.

**Section 4.** This resolution shall take effect immediately.

**Section 5.** Upon the adoption hereof, the Secretary of the Local Unit shall forward certified copies of this resolution to James G. Fearon, Esq., Dilworth Paxson LLP, bond counsel to the Local Unit, and Richard T. Nolan, Esq., McCarter & English, LLP, Bond Counsel to the I-Bank.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 March 5, 2024.

\_\_\_\_\_  
Secretary

**AUTHORIZING THE HIRING OF AMY STEWART AS  
RECORDING SECRETARY**

**WHEREAS**, the Township of Ocean Sewerage Authority has determined there is a need for a Part Time Recording Secretary; and

**WHEREAS**, Amy Stewart provided a resume indicating the requisite experience for the Part Time Recording Secretary position; and

**WHEREAS**, the Executive Director interviewed Amy Stewart on February 28, 2024 and recommends Amy Stewart for the position of Part Time Recording Secretary.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes the hiring of Amy Stewart to the position of Part Time Recording Secretary at a starting salary of \$4,500.00/yr.

	Motion	Second	Aye	Nay	Abstain	Absent
Galvin						
Johnson						
Miller						
Theodora						
Valentino						

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 March 5, 2024.

\_\_\_\_\_  
DAVID MILLER, SECRETARY