

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REORGANIZATION MEETING
February 2, 2016**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Bernhardt, Galvin, Stubbs, Theodora, Villapiano
4. Let the minutes show that this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and that adequate notice has been duly posted where required and mailed to its service communities on February 6, 2014 and emailed to the Asbury Park Press and The Coaster on February 7, 2014. The minutes of this meeting will be available after Board approval at a subsequent meeting.

REORGANIZATION SESSION

5. 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 2016 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.

The meeting is turned over to the newly-elected Chairman

- 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.
6. Review of resolutions in reorganization session
 7. Resolution 16-5: Authorizing award of a professional services contract to John C. Bonello, Esq. for legal services pursuant to N.J.S.A. 40A:11-5(1)(a)(i)
 8. Resolution 16-6: Authorizing award of a professional services contract for auditing services pursuant to N.J.S.A. 40A:11-5(1)(a)(i)
 9. Resolution 16-7: Authorizing award of a professional services contract to T & M Associates for engineering services pursuant to N.J.S.A. 40A:11-5(1)(a)(i)
 10. Resolution 16-8: Authorizing pre-qualification of consulting engineering firms in a non-procurement action for 2015
 11. Resolution 16-9: Authorizing award of a professional services contract to Hall & Associates for legal services as special counsel pursuant to N.J.S.A. 40A:11-5(1)(a)(i)
 12. Resolution 16-10: Establishing meeting dates
 13. Resolution 16-11: Designation of official newspapers
 14. Resolution 16-12: Authorizing adoption of Cash Management Plan and designation of authorized depositories
 15. Resolution 16-13: Authorizing removal of service charge accounts of \$10.00 or less
 16. Resolution 16-14: Authorizing appointment of Public Agency Compliance Officer for 2016
 17. Resolution 16-15: Designating New Jersey Utility Authorities Joint Insurance Fund Commissioner

18. Resolution 16-16: Authorizing approval of petty cash fund and naming of custodian of petty cash fund

WORK SESSION

19. Executive Director's Report
20. Attorney's Report
21. Engineer's Report
22. Plant Superintendent's Report
23. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

24. Approval of minutes of January 5, 2016 Regular meeting and 2015 Closed Session meetings
25. Motion to receive and file Plant Superintendent's Report
26. Communications
27. Review of Bill List
 - a. Board comments
 - b. Public comment
28. Resolution 16-17: Bill List
29. Resolution 16-18: Authorizing reimbursement in the amount of \$861.44 to Thomas F. Dunphy, IV and Martha Dunphy
30. Resolution 16-19: Authorizing refund in the amount of \$115.00 to Deborah Geiger
31. Resolution 16-20: 2016 Budget Amendment
32. Resolution 16-21: Authorizing payment to Electro Maintenance Inc. for Pump Station Communications Project
33. Resolution 16-22: Authorizing payment to Electro Maintenance Inc. for Main Pump Building VFD Replacement Project
34. Resolution 16-23: Authorizing adjustment to account number 18828-1
35. Comments by Authority Members
36. Closed Session, if necessary
37. Adjournment

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO JOHN L. BONELLO, ESQ. FOR LEGAL SERVICES PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)

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. as the Authority's General Counsel on February 4, 2014 and February 3, 2015; 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 2, 2016 to February 1, 2017; 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.

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 ontract for the period February 2, 2016 to February 1, 2017.

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 2, 2016.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR AUDITING SERVICES PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)

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

WHEREAS, the Authority advertised for auditing services in the Asbury Park Press on November 17, 2015; and

WHEREAS, the Authority received proposals from Wiss & Company, LLP and Withum Smith & Brown; and

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

WHEREAS, the Authority’s Board and Executive Director reviewed the proposals; and

WHEREAS, the term of this contract is for one (1) year from February 2, 2016 to February 1, 2017, including the preparation of the Authority’s 2016 audit but shall not include the preparation of the Authority’s 2015 audit; and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the auditing services will exceed \$17,500 and shall not exceed \$48,000; and

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract.

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

1. _____ is hereby appointed as Authority Auditor in accordance with the attached proposed contract for the period February 2, 2016 to February 1, 2017, including the preparation of the Authority’s 2016 audit but shall not include the preparation of the Authority’s 2015 audit.

	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 2, 2016.

RALPH E. STUBBS, Secretary

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO
STEPHEN SCHREIBER, PE FOR ENGINEERING SERVICES PURSUANT TO
N.J.S.A. 40A:11-5(1)(a)(i)**

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

WHEREAS, the Authority appointed Timothy Shea, PE. of the firm of T&M Associates as the Authority’s Consulting Engineer on February 3, 2015; and

WHEREAS, the Authority has benefited from T&M’s advice during the past year; and

WHEREAS, T&M Associates has completed and submitted 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 2, 2016 to February 1, 2017; and

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

WHEREAS, the Authority’s Executive Director has certified that funds are available for this contract.

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

1. Stephen Schreiber, P.E. of the firm T&M Associates is hereby appointed as Authority Engineer in accordance with the attached proposed contract for the period February 2, 2016 to February 1, 2017.

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 2, 2016.

RALPH E. STUBBS, Secretary

RESOLUTION 16 - 8

**AUTHORIZING PRE-QUALIFICATION OF CONSULTING
ENGINEERING FIRMS IN A NON-PROCUREMENT ACTION
FOR 2016**

WHEREAS, the Township of Ocean Sewerage Authority has sought, through a Request for Expressions of Interest (“RFEI”) to identify firms that can meet all, or a portion of, the Authority’s future Capital Improvement Objectives consistent with the Authority’s short and long term planning with respect to non-consulting engineering services; and

WHEREAS, the Authority received proposals from eleven (11) engineering firms in response to the RFEI in October 2013; and

WHEREAS, the Authority has found the RFEI process to be very beneficial to the operation of the Authority; and

WHEREAS, the firms have completed and submitted 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 2016, which recognition does not guarantee a service agreement contract with the Authority:

CME Associates
Greeley and Hansen
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 2, 2016.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO HALL & ASSOCIATES FOR LEGAL SERVICES AS SPECIAL COUNSEL PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)

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 2, 2016 to February 1, 2017; 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.

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

1. Hall & Associates is hereby appointed as Special Legal Counsel for the Authority in accordance with the attached proposed contract for the period February 2, 2016 to February 1, 2017.
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.

	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 2, 2016.

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 1, 2016	September 6, 2016
April 5, 2016	October 4, 2016
May 3, 2016	November 1, 2016
June 9, 2016	December 6, 2016
July 5, 2016	January 3, 2017
August 2, 2016	February 7, 2017 (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 Meetings of the Township of Ocean Sewerage 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 2, 2016.

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 2, 2016.

 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 2015:

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 or other obligations of the Township of Ocean, or bonds or other obligations of school districts or service communities served by the Authority and approved by the Division of Investment of the Department of Treasury for investment.
 - i. Bonds 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.
 - j. Bonds 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. New Jersey Cash Management Fund
3. Bank of New York Mellon
4. Bank of America
5. Amboy Bank
6. Investors Bank
7. 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 2, 2016.

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 2, 2016.

RALPH E. STUBBS, Secretary

**AUTHORIZING APPOINTMENT OF
PUBLIC AGENCY COMPLIANCE OFFICER
FOR 2016**

WHEREAS, the State of New Jersey Department of the Treasury Affirmative Action Office mandates the appointment of a Public Agency Compliance Officer annually; and

WHEREAS, William E. Schmeling currently serves as Public Agency Compliance Officer.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby appointments William E. Schmeling as the Authority's Public Agency Compliance Officer for the year 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 2, 2016.

RALPH E. STUBBS, Secretary

**DESIGNATING NEW JERSEY UTILITY
 AUTHORITIES JOINT INSURANCE FUND
 COMMISSIONER**

BE IT RESOLVED that the Township of Ocean Sewerage Authority that Executive Director William E. Schmeling is hereby designated as the Authority’s Fund Commissioner to the New Jersey Utilities Authority Joint Insurance Fund for 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 Reorganization Meeting held on February 2, 2016.

 RALPH E. STUBBS, Secretary

**AUTHORIZING APPROVAL OF PETTY CASH FUND
AND NAMING CUSTODIAN OF PETTY CASH FUND**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund and the custodian of the Petty Cash Fund; and

WHEREAS, the Petty Cash Fund should be authorized annually.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes approval of its Petty Cash Fund in the amount of \$150.00 for 2016; and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority authorizes William E. Schmeling to serve as Petty Cash Fund custodian.

	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 2, 2016.

RALPH E. STUBBS, Secretary

RESOLUTION 16 - 17

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	\$
REVIEW and INSPECTION	
EIT and CONSTRUCTION	
RENEW and REPLACEMENT	_____
TOTAL BILLS PAYABLE	\$

	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 2, 2016.

RALPH E. STUBBS, Secretary

AUTHORIZING REIMBURSEMENT FOR 1109 RAYMERE AVENUE

WHEREAS, on or around December 17, 2015, the resident of 1109 Raymere Avenue (the “Property”) experienced a blockage preventing sewage from leaving the property; and

WHEREAS, the resident contacted the Authority to determine where the blockage was located; and

WHEREAS, the Authority staff advised the resident the problem was on the Property and not the Authority’s responsibility; and

WHEREAS, the resident contacted two plumbers to clear the blockage, and the second plumber determined the blockage was near the main, which was confirmed by the Authority as its responsibility; and

WHEREAS, the resident submitted bills in the amount of \$861.44 to the Authority requesting reimbursement for the plumbers hired to find the problem.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$861.44 to Thomas F. Dunphy, IV and Martha Dunphy in full satisfaction of any responsibility the Authority might have for the blockage affecting the 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 Meeting held on February 2, 2016.

RALPH E. STUBBS, Secretary

RESOLUTION 16 - 19

AUTHORIZING REFUND IN THE AMOUNT OF \$115.00 TO DEBORAH GEIGER

WHEREAS, Debra Geiger (“Geiger”) previously resided at 46 Heath Avenue in the Township of Ocean; and

WHEREAS, on October 30, 2015, Geiger sold 46 Heath Avenue; and

WHEREAS, on or about November 15th the fourth quarter 2015 sewer bill was directly debited from Geiger’s account; and

WHEREAS, a review of the Settlement Statement confirms the direct debit payment was not accounted for at closing; and

WHEREAS, the current owners have been advised of the need to pay the 4th quarter sewer bill for 2015.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that a check in the amount of \$115.00, payable to Debra Geiger representing a refund of the 2015 fourth quarter sewer charge.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Kelly						
Stubbs						
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 2, 2016.

RALPH E. STUBBS, Secretary

AUTHORIZING AMENDMENT TO 2016 BUDGET

WHEREAS, the Township of Ocean Sewerage Authority adopted its Budget for the year ending December 31, 2016 on December 1, 2015; and

WHEREAS, N.J.A.C. 5:31-2.8 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of an Authority, make such correction of the title, text or amount of any appropriation appearing in the budget as may be necessary to make the item of appropriation available for the purpose or purposes required for the needs of the Authority; and

WHEREAS, the Authority desires to add an item of revenue “Connection Fees Collected” and increase the revenue item “Miscellaneous Revenue” with a corresponding increase in expenditures.

NOW, THEREFORE, BE IT RESOLVED that in accordance with N.J.A.C. 5:31-2.8, the Township of Ocean Sewerage Authority hereby requests the Director of the Division of Local Government Services to make the following corrections in the 2015 budget; and

AND BE IT FURTHER RESOLVED that the attached correction is, in the opinion of the Authority, warranted and authorized by the above statute and is necessary for the orderly operation of the Authority for the following reason:

1. Increase in revenue with corresponding increase in budgeted costs.

AND BE IT FUTHER RESOLVED that two (2) copies of this Resolution be filed with the Director of the Division of Local Government Services.

	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 1, 2016.

RALPH E. STUBBS, Secretary

RESOLUTION 16 - 20
RESOLUTION AMENDING THE
2016 INCOME AND APPROPRIATION BUDGETS

	2016 ADOPTED BUDGET	ADJUSTMENT	2016 AMENDED BUDGET
REVENUES			
User Charges	\$7,029,473	\$0	\$7,029,473
Investment Interest	\$7,000	\$0	\$7,000
Interest on Delinquent Accts	\$45,000	\$0	\$45,000
Miscellaneous Income	\$13,000	\$25,000	\$38,000
Reserve for Rate Stabilization	\$115,102	\$0	\$115,102
Connection Fees	\$0	\$75,000	\$75,000
TOTAL ANTICIPATED REVENUE	\$7,209,575		\$7,309,575
APPROPRIATIONS			
ADMINISTRATION			
Salary and Wages	\$137,538	\$0	\$137,538
Fringe Benefits	\$795,959	\$0	\$795,959
Other Expenses	\$507,808	\$100,000	\$607,808
COST OF PROVIDING SERVICES			
Salary and Wages	\$1,195,449	\$0	\$1,195,449
Fringe Benefits			
Other Expenses	\$1,620,059	\$0	\$1,620,059
DEBT SERVICE			
Principal Payments	\$1,731,681	\$0	\$1,731,681
Interest Payments	\$379,656	\$0	\$379,656
NON-OPERATING EXPENSES			
Municipal Appropriation	\$299,425	\$0	\$299,425
Operations & Maintenance Reserves	\$542,000	\$0	\$542,000
Other Reserves	\$0	\$0	\$0
TOTAL APPROPRIATIONS	\$7,209,575	\$100,000	\$7,309,575

**AUTHORIZING PAYMENT TO ELECTRO
MAINTENANCE INC. FOR PUMP STATION
COMMUNICATIONS PROJECT**

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract to Electro Maintenance Inc (“EMI”) in the amount of \$324,865.00 for the Pump Station Communication Project (the “Contract”); and

WHEREAS, the Authority authorized an amendment to the Contract in the amount of \$7,100.00 for the installation of an antenna at the Interlaken Pump Station; and

WHEREAS, the Authority authorized Change Order No. 1 to the Contract in the amount of \$48,225.00 for the installation of aboveground controls at certain pump stations; and

WHEREAS, EMI has installed all equipment and material for the project; and

WHEREAS, EMI has submitted a request for payment in the amount of \$43,467.97; and

WHEREAS, all equipment has been installed and work completed and the communications worked well during Winter Storm Jonas; and

WHEREAS, the Authority staff have reviewed the work completed and recommend payment in the amount of \$35,864.17, with 2% retainage on the project withheld, to Electro Maintenance Inc.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$35,864.17 to Electro Maintenance Inc. for the Pump Station Communications Project.

	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 2, 2016.

RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT TO ELECTRO MAINTENANCE INC. FOR MAIN PUMP BUILDING VFD REPLACEMENT PROJECT

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract to Electro Maintenance Inc (“EMI”) in the amount of \$63,000.00 for the replacement of three owner-furnished 100hp FVDs, an owner-furnished control panel, and associated electrical work on June 4, 2015; and

WHEREAS, EMI has installed all equipment and material for the project; and

WHEREAS, EMI has submitted a request for payment in the amount of \$63,000; and

WHEREAS, the Authority staff have reviewed the work completed and recommend payment in the amount of \$61,740.00, with 2% retainage on the project withheld, to Electro Maintenance Inc.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$61,740.00 to Electro Maintenance Inc. for the Pump Station Communications Project.

	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 2, 2016.

RALPH E. STUBBS, Secretary

**AUTHORIZING ADJUSTMENT TO ACCOUNT
NUMBER 18828-1**

WHEREAS, Kane Brewing Company operates at 1750 Bloomsbury Avenue, sewer account number 18828-1; and

WHEREAS, the 2015 water reading use for account number 18828-1 was 817,000 gallons; and

WHEREAS, Kane Brewing Company estimates that fifty percent (50%) of the water consumption results in finished product or is absorbed and retained in malted barley during the brewing process; and

WHEREAS, an article in the December 2012 WE&T magazine states that craft brews consume an average of 5 to 6 gallons of water for every gallon of beer produced; and

WHEREAS, Kane Brewing Company produced approximately 150,000 gallons of craft beer in 2015; and

WHEREAS, based on the available information, between 450,000 and 675,000 gallons of water going into the property did not enter the Authority’s collection system.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18828-1 be adjusted to 180,000 gallons for 2015 resulting in an excess usage charge of \$674.10.

	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 2, 2016.

RALPH E. STUBBS, Secretary