

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
**REGULAR MEETING**  
**March 4, 2014**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Bernhardt, Galvin, Kelly, Stubbs, 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, 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.
5. Swearing in of Charles Theodora - term 3/1/14 to 1/31/19

**WORK SESSION**

6. Executive Director's Report
7. Presentation of 2013 Audit
8. Attorney's Report
9. Engineer's Report
10. Plant Superintendent's Report
11. Review of resolutions on agenda

**BUSINESS SESSION**

12. Approval of minutes of February 4, 2014 regular and closed meetings
13. Motion to receive and file Plant Superintendent's Report
14. Communications
15. Review of Bill List
  - a. Member comments
  - b. Public comment
16. [Resolution 14-26](#): Certification of Annual Audit
17. [Resolution 14-22](#): Authorizing amendment to and restatement of employee handbook with policies and procedures
18. [Resolution 14-27](#): Payment of bills
19. [Resolution 14-28](#): Establishing annual salaries for 2014
17. [Resolution 14-29](#): Authorizing adjustment to account number 18828-1

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18. [Resolution 14-30](#): Authorizing payment to William E. Schmeling pursuant to Interlocal Agreement with Township of Ocean
19. [Resolution 14-31](#): Authorizing grant of preliminary, tentative and final approval for 1910 Investments LLC - application number 177
20. [Resolution 14-32](#): Authorizing adjustment to account number 18553-0
21. [Resolution 14-33](#): Approving Corrective Action Plan for 2014
22. [Resolution 14-34](#): Establishing TD Bank, N.A. bank accounts
23. [Resolution 14-35](#): Establishing Investors Bank bank accounts
24. [Resolution 14-36](#): Designating Certifying Agent for Public Employee's Retirement System
25. Member Comments
26. Public Comment
  - a. 2015 NJEIT Project - Interlaken Pump Station
27. Closed Session
28. Adjournment

**RESOLUTION 14 - 26**

**CERTIFICATION OF THE ANNUAL AUDIT**

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

**WHEREAS**, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Executive Director pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member 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 the 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 governmental unit shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

**WHEREAS**, the members of the Township of Ocean Sewerage Authority have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted no later than forty-five (45) days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5.

**NOW, THEREFORE BE IT RESOLVED** that the Members of the Township of Ocean Sewerage Authority hereby states that they have complied with N.J.A.C. 5:30-6.5 and do hereby submit a certified copy of this Resolution and the required affidavit to the Local Finance Board to show evidence of compliance.

	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 March 4, 2014.

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RALPH STUBBS, Secretary

GROUP AFFIDAVIT

(No photocopies of signatures)

STATE OF NEW JERSEY:

ss:

COUNTY OF MONMOUTH

We, the Members of the Township of Ocean Sewerage Authority governing body in the County of Monmouth, being duly sworn according to law, upon our oath, depose and say:

1. We are the duly appointment members of the governing body of the Township of Ocean Sewerage Authority in the County of Monmouth.

2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Audit filed with the Executive Director pursuant to N.J.S.A. 40A:5-6 for fiscal year 2013.

3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

\_\_\_\_\_  
Richard Bernhardt

\_\_\_\_\_  
Dennis Galvin

\_\_\_\_\_  
Ralph Stubbs

\_\_\_\_\_  
Charles Theodora

\_\_\_\_\_  
John Villapiano

Sworn and subscribed to  
before me this 4th day of  
March 2014.

\_\_\_\_\_  
William E. Schmeling  
A Notary Public of New Jersey

**AUTHORIZING AMENDMENT TO AND RESTATEMENT OF  
EMPLOYEE HANDBOOK WITH POLICIES AND  
PROCEDURES**

**WHEREAS**, the Authority’s Employee Handbook is modeled on the Municipal Excess Liability (the “MEL”) Joint Insurance Fund Model Personnel Policies and Procedures Manual (the “Manual”); and

**WHEREAS**, the Authority is required to review its Employee Handbook every two years; and

**WHEREAS**, the MEL has recommended certain changes to its Manual.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority Employee Handbook is amended and restates in accordance with the attached draft, deletions shown in strikethroughs and additions shown as underlined.

	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 March 4, 2014.

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RALPH STUBBS, Secretary

**RESOLUTION 14 - 27**

**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	\$ 295,904.31
REVIEW and INSPECTION	0.00
EIT and CONSTRUCTION	56,110.19
RENEW and REPLACEMENT	<u>19,456.85</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 371,471.35</b>

	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 March 4, 2014.

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RALPH STUBBS, Secretary

## BILL LIST SUMMARY

Meeting Date March 4, 2014

<b>2012 General Fund Vouchers</b>	<b>\$295,904.31</b>	
Bill List Total		\$356,867.35
Add: EIT00378 (State of New Jersey)		\$12,804.00
Add: EIT00379 (State of New Jersey)		\$600.00
Add: EIT00380 (State of New Jersey)		\$600.00
Add: EIT00381 (State of New Jersey)		\$600.00
<b>Construction</b>	<b>\$0.00</b>	
South Edgemere Siphon Line	\$0.00	
T & M Associates		\$0.00
Kmetz Inc.		\$0.00
Gravity Thickener Reconstruction	\$0.00	
Cothey Construction		\$0.00
<b>EIT Traditional</b>	<b>\$56,110.19</b>	
2013 Project	\$237.00	
CME Associates		\$237.00
2015 Project	\$55,873.19	
Maser Consulting		\$41,269.19
State of New Jersey		\$14,604.00
<b>Renewal &amp; Replacement</b>	<b>\$19,456.85</b>	
GP Jager & Associates	\$19,456.85	
Muffin Monster @ Whalepond PS		
<b>Review &amp; Inspection</b>	<b>\$0.00</b>	
CME Associates		
<b>TOTAL BILL LIST AMOUNT</b>	<b>\$371,471.35</b>	

P.O. Id	Vendor Name	Item Description	Amount
14-00076	JERSEY CENTRAL POWER & LIGHT	TREATMENT PLANT	\$20,783.52
R-R00080	G.P. JAGER & ASSOCIATES, INC.	MUFFIN MONSTER REPLACEMENT	\$19,456.85
14-00009	STATE OF NJ DEPT.OF TREAS.DIV.	2014 ANNUAL PERS CONTRIBUTION	\$139,527.00
14-00089	DELTA DENTAL PLAN OF NJ	MARCH DENTAL INS PREMIUMS	\$1,828.60
14-00098	STATE OF NJ DEPT.OF TREAS.DIV.	FEBRUARY ACTIVE HEALTH INS PRE	\$16,139.33
14-00098	STATE OF NJ DEPT.OF TREAS.DIV.	MARCH RETIRED HEALTH INS PREMI	\$17,173.51
14-00068	COOPERATIVE COMMUNICATIONS,INC	JANUARY TELEPHONE BILL	\$1,415.55
14-00084	VERIZON ONLINE	HI-SPEED INTERNET 732-517-0695	\$68.99
14-00084	VERIZON ONLINE	HI-SPEED INTERNET 732-531-7304	\$39.99
14-00110	VERIZON	ANALOG CKT-LOC CH SM EXCH 2001	\$68.58
14-00110	VERIZON	ANALOG CKT-LOC CHAN-TYPES 1011	\$81.78
14-00059	STAPLES ADVANTAGE	WHITE CATALOG ENVELOPES	\$25.99
14-00059	STAPLES ADVANTAGE	1099-MISC FORMS	\$18.99
14-00059	STAPLES ADVANTAGE	1099-MISC MAILING ENVELOPES	\$13.99
14-00092	PITNEY BOWES INC	RED INK CARTRIDGE	\$40.79
14-00113	WILLIAM E SCHMELING	OFFICE SUPPLIES	\$47.74
14-00082	NEW JERSEY NATURAL GAS CO	ADMINISTRATION BUILDING	\$204.92
14-00085	HESS CORPORATION	ADMINISTRATION BUILDING	\$170.81
14-00070	NJ WATER ENVIRONMENT ASSOC	2014 WINTER TECHNOLOGY	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	ATTENDEE: KEN WILLIAMSON	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	TUESDAY, MARCH 4TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	THURSDAY, MARCH 6TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	MULTI DAY DISCOUNT (2 DAYS)	1.00-
14-00070	NJ WATER ENVIRONMENT ASSOC	ATTENDEE: TOM DIORIO	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	TUESDAY, MARCH 4TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	WEDNESDAY, MARCH 5TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	THURSDAY, MARCH 6TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	MULTIDAY DISCOUNT (3 DAYS)	2.00-
14-00070	NJ WATER ENVIRONMENT ASSOC	ATTENDEE: FRANK VACCHIANO	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	THURSDAY, MARCH 6TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	ATTENDEE: DANIEL MILLER	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	TUESDAY, MARCH 4TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	WEDNESDAY, MARCH 5TH	\$65.00
14-00070	NJ WATER ENVIRONMENT ASSOC	MULTIDAY DISCOUNT (2 DAYS)	1.00-
14-00070	NJ WATER ENVIRONMENT ASSOC	ATTENDEE: THOMAS MEHOLIC	\$0.00
14-00070	NJ WATER ENVIRONMENT ASSOC	TUESDAY, MARCH 4TH	\$65.00

14-00069	JENNIFER CRUMLEY	REIMBURSE FOR MICRO TEXTBOOK	\$235.00
14-00083	ASBURY PARK PRESS	CONTRACT AWARDS ON 2/11	\$16.20
14-00083	ASBURY PARK PRESS	OFFICIAL NEWSPAPERS ON 2/11	\$17.10
14-00083	ASBURY PARK PRESS	MEETING DATES ON 2/11	\$33.75
14-00083	ASBURY PARK PRESS	CONTRACT AWARDS ON 2/11	\$24.30
14-00087	THE NEW COASTER	LEGAL NOTICE ON FEBRUARY 13	\$8.68
14-00087	THE NEW COASTER	NOTICE OF CONTRACT AWARDS	\$8.68
14-00087	THE NEW COASTER	NOTICE OF CONTRACT AWARDS	\$12.71
14-00087	THE NEW COASTER	NOTICE OF MEETINGS ON FEB 13	\$21.70
14-00087	THE NEW COASTER	AFFIDAVIT FEE	\$20.00
14-00070	NJ WATER ENVIRONMENT ASSOC	WEF MEMBERSHIP RENEWAL	\$86.00
14-00072	CME ASSOCIATES	ATTEND JANUARY MEETING	\$500.00
14-00073	MANNA & BONELLO, P.A.	JANUARY LEGAL SERVICES	\$994.00
14-00088	DAVID A. KAPLAN, CPA,RMA,PSA	PREPARATION AND PRESENTATION	\$28,500.00
14-00108	TEAM LIFE INC.	9131 ADULT PATIENT DEFIBRILLAT	\$82.00
14-00108	TEAM LIFE INC.	SHIPPING and HANDLING	\$14.00
14-00066	ADP INC	PAYROLL PENDING 2/1/14	\$195.35
14-00066	ADP INC	PAYROLL PERIOD ENDING 2/15	\$186.85
14-00079	VaultLogix	JANUARY COMPUTER BACKUP	\$20.00
14-00099	ADP INC	2013 YEAR END REPORTING	\$163.75
14-00100	WASTE MANAGEMENT OF NJ	MARCH PAPER RECYCLING	\$70.35
14-00113	WILLIAM E SCHMELING	NOTARY RENEWAL	\$25.00
14-00077	CINTAS CORPORATION #062	INVOICE DATED 2/5	\$119.45
14-00077	CINTAS CORPORATION #062	INVOICE DATED 2/12	\$119.45
14-00077	CINTAS CORPORATION #062	INVOICE DATED 2/19	\$119.45
14-00077	CINTAS CORPORATION #062	INVOICE DATED 2/26	\$119.45
14-00064	ONE CALL CONCEPTS, INC	JANUARY REGULAR LOCATES	\$192.66
14-00064	ONE CALL CONCEPTS, INC	JANUARY VOICE TICKET DELIVERY	\$10.00
14-00090	RAPID PUMP & METER SERVICE	LABOR AND MATERIALS TO WIRE IN	\$1,034.16
14-00107	PILOT ELECTRIC CO INC	REPAIRS ON A SPECIALOEM 1hp	\$2,889.00
14-00074	SEABOARD WELDING SUPPLY INC	JANUARY CYLINDER RENTAL	\$28.75
14-00074	SEABOARD WELDING SUPPLY INC	JANUARY PROPANE RENTAL	\$5.75
14-00103	SIPERSTEIN PAINT	TDC LATEX P&D DARK BROWN	\$69.90
14-00103	SIPERSTEIN PAINT	PHG INT S/G BS 1 GALLON	\$59.14
14-00103	SIPERSTEIN PAINT	BRUSH	\$5.50
14-00109	AIR LIQUIDE AMERICA L.P.	LIQUID OXYGEN DELIVERY 2/20	\$1,511.49
14-00058	MIRACLE CHEMICAL CO	SODIUM HYPOCHLORITE	\$4,549.60

14-00065	ZEP MFG CO	ZEP DEO-3, 55 GALLON DRUM	\$1,471.80
14-00065	ZEP MFG CO	SHIPPING	\$64.19
14-00082	NEW JERSEY NATURAL GAS CO	CONTROL BUILDING	\$297.01
14-00082	NEW JERSEY NATURAL GAS CO	SLUDGE BUILDING	\$188.13
14-00082	NEW JERSEY NATURAL GAS CO	LAB and GARAGE	\$278.09
14-00082	NEW JERSEY NATURAL GAS CO	MAIN PUMP BUILDING	\$426.63
14-00085	HESS CORPORATION	CONTROL BUILDING	\$50.66
14-00085	HESS CORPORATION	MAIN PUMP BUILDING	\$381.25
14-00085	HESS CORPORATION	SLUDGE BUILDING	\$154.84
14-00085	HESS CORPORATION	LAB and GARAGE	\$240.25
14-00071	ACCURATE WASTE REMOVAL	JANUARY SLUDGE DISPOSAL	\$35,672.00
14-00001	ABB INC.	METER RECALIBRATION	\$0.00
14-00001	ABB INC.	LABOR	\$480.00
14-00001	ABB INC.	TRAVEL	\$640.00
14-00001	ABB INC.	MILEAGE	\$105.45
14-00001	ABB INC.	PROCESSING FEE	\$6.77
14-00001	ABB INC.	TOLLS	\$30.00
14-00078	INSTRUMENTATION TECHNOLOGY	FEBRUARY 6 FIELD SERVICE	\$700.00
14-00075	WASTE MANAGEMENT OF NJ	JANUARY GRIT REMOVAL	\$1,500.00
14-00105	LESTER GLENN FORD	REPLACE FRONT BRAKE PADS	\$0.00
14-00105	LESTER GLENN FORD	TOTAL LABOR	\$218.00
14-00105	LESTER GLENN FORD	TOTAL PARTS	\$59.95
14-00105	LESTER GLENN FORD	TOTAL MISCELLANEOUS DISCOUNT	-\$100.00
14-00106	CUSTOM TIRE ASSOCIATES	HANKOOK TIRE	\$165.00
14-00106	CUSTOM TIRE ASSOCIATES	BALANCE TIRE	\$12.00
14-00106	CUSTOM TIRE ASSOCIATES	TIRE DISPOSAL FEE	\$4.00
14-00106	CUSTOM TIRE ASSOCIATES	DISMOUNT TIRES	\$16.00
14-00106	CUSTOM TIRE ASSOCIATES	MOUNT TIRES	\$16.00
14-00106	CUSTOM TIRE ASSOCIATES	BALANCE TIRES	\$12.00
14-00111	NAPA AUTO PARTS	STARTER	\$186.00
14-00111	NAPA AUTO PARTS	CORE RETURN	-\$47.00
14-00104	NAPA AUTO PARTS	BATTERY	\$102.99
14-00048	HACH CHEMICAL COMPANY	DPD TOTAL CHLORINE, 10ml	\$171.00
14-00048	HACH CHEMICAL COMPANY	SHIPPING & HANDLING	\$17.07
14-00051	FISHER SCIENTIFIC INC	FB NITRILE GLV PF LF M 110/PK	\$390.56
14-00051	FISHER SCIENTIFIC INC	FB NITRILE GLV PF LF L 100/PK	\$312.44
14-00051	FISHER SCIENTIFIC INC	GLS FIBR FILT PPR 2.4CM 100/PK	\$48.08

14-00051	FISHER SCIENTIFIC INC	5 MG WGT ASTM C1 WITH CERT	\$66.31
14-00113	WILLIAM E SCHMELING	PRINTER CARTRIDGES	\$69.53
14-00091	PUMPING SERVICES INC	CONTACTOR 5HP MAX@230V	\$130.40
14-00091	PUMPING SERVICES INC	OVERLOAD RELAY 9 - 13 AMP	\$47.40
14-00091	PUMPING SERVICES INC	MINI-CAS II - FUSE	\$441.00
14-00091	PUMPING SERVICES INC	LABOR	\$900.00
14-00076	JERSEY CENTRAL POWER & LIGHT	WAYSIDE PUMP STATION	\$66.80
14-00076	JERSEY CENTRAL POWER & LIGHT	LONGVIEW PUMP STATION	\$154.65
14-00076	JERSEY CENTRAL POWER & LIGHT	ASBURY AVENUE PUMP STATION	\$165.46
14-00076	JERSEY CENTRAL POWER & LIGHT	ASBURY AVENUE PUMP STATION	-\$151.56
14-00076	JERSEY CENTRAL POWER & LIGHT	ASBURY AVENUE PUMP STATION	\$199.43
14-00076	JERSEY CENTRAL POWER & LIGHT	GREEN GROVE PUMP STATION	\$373.48
14-00076	JERSEY CENTRAL POWER & LIGHT	NORWOOD PUMP STATION	\$97.76
14-00076	JERSEY CENTRAL POWER & LIGHT	WHALEPOND PUMP STATION	\$840.97
14-00076	JERSEY CENTRAL POWER & LIGHT	COLONIAL TERRACE PUMP STATION	\$114.01
14-00076	JERSEY CENTRAL POWER & LIGHT	COLONIAL TERRACE PUMP STATION	\$106.08
14-00076	JERSEY CENTRAL POWER & LIGHT	RELIEF STATION	\$36.05
14-00076	JERSEY CENTRAL POWER & LIGHT	INTERLAKEN PUMP STATION	\$956.69
14-00076	JERSEY CENTRAL POWER & LIGHT	ALLENHURST FLOW METER	\$10.26
14-00076	JERSEY CENTRAL POWER & LIGHT	ROLLING MEADOWS PUMP STATION	\$103.98
14-00076	JERSEY CENTRAL POWER & LIGHT	COLONIAL TERRACE PUMP STATION	\$210.35
14-00082	NEW JERSEY NATURAL GAS CO	ROLLING MEADOWS PUMP STATION	\$25.00
14-00082	NEW JERSEY NATURAL GAS CO	CEDAR VILLAGE PUMP STATION	\$25.00
14-00057	GRAINGER WW INC	STRAPPING KIT, PLASTIC, 250'	\$30.85
14-00057	GRAINGER WW INC	GREASE GUN, AIR PISTOL	\$52.34
14-00057	GRAINGER WW INC	SYNTHETIC BEARING GREASE NLGI	\$54.99
14-00057	GRAINGER WW INC	GREASE, LITHIUM, TUB, 16oz	\$5.67
14-00019	EVOQUA WATER TECHNOLOGIES LLC	INTERLAKEN PUMP STATION	\$3,472.00
14-00019	EVOQUA WATER TECHNOLOGIES LLC	WHALEPOND PUMP STATION	\$2,728.00
EIT00376	CME ASSOCIATES	2013 NJEIT COLLECTION SYSTEM	\$237.00
EIT00375	MASER CONSULTING P.A.	INTERLAKEN PUMP STATION	\$0.00
EIT00375	MASER CONSULTING P.A.	BULKHEAD DESIGN	\$4,441.80
EIT00375	MASER CONSULTING P.A.	BULKHEAD PERMITS	\$316.14
EIT00377	MASER CONSULTING P.A.	BULKHEAD DESIGN	\$4,810.00
EIT00377	MASER CONSULTING P.A.	BULKHEAD PERMITS	\$2,030.00
EIT00377	MASER CONSULTING P.A.	PUMP STATION DESIGN	\$28,808.75
EIT00377	MASER CONSULTING P.A.	PUMP STATION PERMITS	\$862.50

**ESTABLISHING ANNUAL BASE SALARIES FOR 2014**

**WHEREAS**, the Township of Ocean Sewerage Authority desires to establish base salaries for its employees for 2014.

**NOW, THEREFORE, BE IT RESOLVED**, this 4th day of March 2014 that the following annual base salaries are established for employees of the Township of Ocean Sewerage Authority, effective January 1, 2014:

<u>EMPLOYEE</u>	<u>BASE SALARY(1)</u>	<u>HEALTH &amp; DENTAL INS PREMIUMS(2)</u>	<u>HEALTH INS CONTRIB(3)</u>
William E. Schmeling	\$ 108,000.00	\$ 5,451.06*	None
Ruth Finn	\$ 4,174.00	None	None
Thomas Meholic	\$ 125,000.00	\$ 10,902.12	\$ 2,764.74
Frank Vacchiano	\$ 111,744.00	\$ 20,610.00	\$ 5,946.08
Glen Henry	\$ 82,998.00	\$ 27,172.92	\$ 5,280.11
Scott Stedman	\$ 82,917.00	\$ 17,465.04	\$ 3,781.69
Bruce Olsen	\$ 78,982.00	\$ 10,902.12	\$ 2,803.15
Sal Lagrotteria, Jr.	\$ 76,699.00	\$ 27,172.92	\$ 4,617.43
Josip Jurasic	\$ 51,992.00	\$ 10,902.12	\$ 1,698.88
Daniel Miller	\$ 49,202.00	\$ 5,451.06*	None
Richard Dorick	\$ 16,756.00	None	None
Thomas DiOrio	\$ 86,000.00	\$ 20,610.00	\$ 5,824.73
Kenneth Williamson	\$ 86,000.00	\$ 10,902.12	\$ 2,973.04
Vincent D'Esposito	\$ 45,320.00	\$ 10,902.12	\$ 1,116.41
Jennifer Crumley	\$ 33,000.00	\$ 17,465.04	\$ 926.13
Richard Roman	\$ 29,000.00	\$ 27,172.92	\$ 1,131.45
Board Chairman	\$ 2,250.00	None	None
Board Members	\$ 2,000.00	\$ 5,451.00	None

\*Waiver of health and dental insurance coverage

- (1) Salaries on January 1, 2014; step increases may occur during year
- (2) Based on premiums charged as of January 1, 2014
- (3) Based on premiums and salaries on January 1, 2014

**AND BE IT FURTHER RESOLVED** that such base salary amount shall be in addition to any other amounts due in accordance with the Authority's Employee Handbook;

**AND BE IT FURTHER RESOLVED** that Scott Stedman is named Plant Foreman at an annual stipend of \$2,000;

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**AND BE IT FURTHER RESOLVED** that Ken Williamson is named Collection Foreman at an annual stipend of \$2,000.

	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 March 4, 2014.

---

RALPH 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 2013 water reading use for account number 18828-1 was 380,000 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 60,000 gallons of craft beer in 2013; and

**WHEREAS**, based on the available information, between 190,000 and 300,000 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 100,000 gallons for 2013 resulting in an excess usage charge of \$170.10

	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 Regular Meeting held on March 4, 2014.

\_\_\_\_\_  
RALPH STUBBS, Secretary

**AUTHORIZING PAYMENT TO WILLIAM E. SCHMELING PURSUANT TO INTERLOCAL AGREEMENT WITH TOWNSHIP OF OCEAN**

**WHEREAS**, the Authority entered into an Interlocal Agreement with the Township of Ocean for the Authority’s Executive Director to perform services for the Township; and

**WHEREAS**, the Executive Director performed 9.95 hours of service for the Township in 2013, of which 9.85 hours were performed outside the Executive Director’s normal working hours; and

**WHEREAS**, the Authority billed the Township \$582.08 for the Executive Director’s service in 2013.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes payment in the amount of \$\_\_\_\_\_ to the Executive Director for work performed under the Interlocal Agreement in 2013.

	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 March 4, 2014.

\_\_\_\_\_  
RALPH STUBBS, Secretary

**AUTHORIZING GRANT OF PRELIMINARY, TENTATIVE AND FINAL APPROVAL FOR 1910 INVESTMENTS LLC - APPLICATION NUMBER 177**

**WHEREAS**, 1910 Investments LLC submitted applications for preliminary, tentative and final approval; and

**WHEREAS**, the Authority’s engineer has recommended the granting of preliminary, tentative and final approval for 1910 Investments LLC in its Engineer’s Report dated February 21, 2014.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Preliminary, Tentative and Final Approvals are granted to 1910 Investments LLC in accordance with the Applications submitted, subject to the following conditions:

1. Filing of appropriate plan revisions and satisfaction of conditions set forth in engineer’s report dated February 21, 2014;
2. Payment of outstanding review fees;
3. Payment of inspection review fees in the amount of \$1,000 prior to the commencement of construction;
4. Posting of a performance guarantee in the amount of \$8,656.74 (\$865.67 in cash and \$7,791.07 in surety bond or letter of credit);
5. Payment of \$250 to the Authority for review of the performance guarantee;
6. Payment of a connection fee then in place equal to 7.7 EDUs prior to connection of the improvements to the Authority’s collection system; and
7. Compliance with the Authority’s Rules and Regulations and such other requirements set forth by the Authority’s engineer

	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 March 4, 2014.

\_\_\_\_\_  
RALPH STUBBS, Secretary

**AUTHORIZING ADJUSTMENT TO ACCOUNT  
NUMBER 18553-0**

**WHEREAS**, the property located at 1604 Highway 35 (account number 18553-0) (the “Property”) averaged 72,000 gallons of water usage for the years 2008, 2009 and 2010; and

**WHEREAS**, a lawn sprinkler system was installed on the property in 2011; and

**WHEREAS**, the water usage for the years 2011, 2012 and 2013 increased to 116,000, 122,000 and 196,000 gallons respectively; and

**WHEREAS**, the water bills provided by the owner of the Property shows increased water usage during the months June through September; and

**WHEREAS**, the owner of the Property has requested an adjustment to the sewer bill for the lawn sprinkler water usage.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18553-0 be adjusted to 122,000 gallons for 2013 resulting in no excess usage charge; and

**BE IT FURTHER RESOLVED** that such adjustment shall only take place after a sub-meter is installed for the lawn sprinkler system within six (6) months 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 Regular Meeting held on March 4, 2014.

\_\_\_\_\_  
RALPH STUBBS, Secretary

## RESOLUTION 14 - 33

### APPROVING CORRECTIVE ACTION PLAN FOR 2014

**WHEREAS**, the 2013 Annual Report of Audit has been received by the Members of the Township of Ocean Sewerage Authority; and

**WHEREAS**, the Annual Report of Audit made recommendations which are more fully set forth; and

**WHEREAS**, it is the desire of the Township of Ocean Sewerage Authority to implement a Corrective Action Plan in response to the recommendations contained in the 2013 Annual Report of Audit.

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

1. That the following Corrective Action Plan be implemented in order to comply with the recommendations listed below in the 2013 Annual Report of Audit:

A. Finding 2013 - 1: It is recommended that all deposits be made within 48 hours as required by New Jersey State Statute.

Corrective Action: Deposits are handled through an Interlocal Agreement with the Township of Ocean, and the Executive Director has reviewed the Township's responsibilities under the agreement with the Township Manager and Finance Director.

B. Finding 2013 - 2: It is recommended that the payroll bank reconciliations be provided to the Authority on a monthly basis as required by the inter-local service agreement.

Corrective Action: Payroll reconciliation is handled through an Interlocal Agreement with the Township of Ocean, and the Executive Director requested the information on a monthly basis from the Township. The Executive will review the Township's responsibilities under the agreement with the Township Manager and Finance Director.

C. Finding 2013 - 3: It is recommended that the accounts receivable subsidiary ledger be reconciled monthly to the general ledger.

Corrective Action: Financial records are maintained through an Interlocal Agreement with the Township of Ocean, and the Executive Director requested the information on a monthly basis from the Township. The Executive will review the Township's responsibilities under the agreement with the Township Manager and Finance Director.

2. That a certified copy of this Resolution shall be forwarded to the Division of Local Government Services and the Authority's Auditor.

	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 March 4, 2014.

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RALPH STUBBS, Secretary

## RESOLUTION 14 - 34

### ESTABLISHING TD BANK, N.A. BANK ACCOUNTS

**RESOLVED** that the TD Bank, N.A., at any one or more of its offices or branches, be and it hereby is designated as a Financial Institution of and depository for the funds of the Township of Ocean Sewerage Authority (the “Authority”), which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the officers, employees or agents of the Authority (the “Agents”), whose actual signatures are shown on the attached sheets; and

**BE IT FURTHER RESOLVED** the Agents are hereby authorized to open and maintain a deposit account or accounts of the Authority with TD Bank, N.A., subject to the terms and conditions in the applicable Account agreements, as may be amended from time to time; and

**BE IT FURTHER RESOLVED** that TD Bank, N.A. is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Authority’s accounts with TD Bank, N.A. bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent’s personal account, and TD Bank, N.A. shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorize, in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item; and

**BE IT FURTHER RESOLVED** that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Authority for deposit with TD Bank, N.A., or for collection or discount by TD Bank, N.A., and to accept drafts and other items payable at TD Bank, N.A.; and

**BE IT FURTHER RESOLVED** that the Agents are authorized and empowered to execute such other agreements, including but not limited to, special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Authority may be deposited, collected or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions; and

**BE IT FURTHER RESOLVED** that the authority hereby conferred on the Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by TD Bank, N.A. at the location where an account is maintained and TD Bank, N.A. has had a reasonable period of time to act upon such notice; and

	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 March 4, 2014.

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RALPH STUBBS, Secretary

## RESOLUTION 14 - 35

### ESTABLISHING INVESTORS BANK BANK ACCOUNTS

**RESOLVED** that the Investors Bank, at any one or more of its offices or branches, be and it hereby is designated as a Financial Institution of and depository for the funds of the Township of Ocean Sewerage Authority (the “Authority”), which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the officers, employees or agents of the Authority (the “Agents”), whose actual signatures are shown on the attached sheets; and

**BE IT FURTHER RESOLVED** the Agents are hereby authorized to open and maintain a deposit account or accounts of the Authority with Investors Bank, subject to the terms and conditions in the applicable Account agreements, as may be amended from time to time; and

**BE IT FURTHER RESOLVED** that Investors Bank is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Authority’s accounts with Investors Bank bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent’s personal account, and Investors Bank shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorize, in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item; and

**BE IT FURTHER RESOLVED** that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Authority for deposit with Investors Bank, or for collection or discount by Investors Bank, and to accept drafts and other items payable at Investors Bank; and

**BE IT FURTHER RESOLVED** that the Agents are authorized and empowered to execute such other agreements, including but not limited to, special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Authority may be deposited, collected or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions; and

**BE IT FURTHER RESOLVED** that the authority hereby conferred on the Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by Investors Bank at the location where an account is maintained and Investors Bank has had a reasonable period of time to act upon such notice; and

	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 March 4, 2014.

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RALPH STUBBS, Secretary

**DESIGNATING CERTIFYING AGENT FOR PUBLIC EMPLOYEE’S RETIREMENT SYSTEM**

**BE IT RESOLVED** that the Township of Ocean Sewerage Authority that in accordance with the requirements of the Public Employee’s Retirement System, Executive Director William E. Schmeling is hereby designated as Certifying Agent for PERS, and shall be responsible for processing and submitting all documents, as required, pertaining to the retirement system; and

**BE IT FURTHER RESOLVED** that the Authority’s Treasurer Ralph Stubbs be designated as the alternate Certifying Agent for PERS.

	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 March 4, 2014.

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RALPH STUBBS, Secretary