

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

December 3, 2014

A Work Meeting and Agenda Conference for the Township of Ocean Sewerage Authority for the month of December 2014 were held at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the above date at 6:30 p.m.

Present: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Absent: None
Others: Attorney John Bonello, Engineer Timothy Shea,
Executive Director Bill Schmeling, Superintendent Tom Meholic

Chairman Galvin called the meeting to order.

All recited *The Pledge of Allegiance*.

WORK SESSION

Director's Report. Mr. Schmeling told the members that he received a call from a member of the Deal Lake Commission advising that they are planning to dredge Deal Lake. The dredge spoils will be tested and the Commission is seeking a location to take the sludge. They are requesting that TOSA allow the placement of the sludge at the site of the new Interlaken pump station. As a former member of the Deal Lake Commission, Mr. Villapiano provided some background information on this subject. This was discussed and the members determined that they do not wish to accept the sludge spoils at the pump station location.

Director Schmeling advised that the State has approved TOSA's budget and therefore, the budget can be adopted at this meeting.

Attorney's Report. Mr. Bonello reported that he has continued to work with the Executive Director on various matters.

Engineers Report. Mr. Shea reported on the status of the outfall line. He advised that work has been completed on the engineering report that is necessary to obtain the required permits.

Plant Operators Report. Mr. Meholic provided a review of his monthly report.

BUSINESS SESSION

The Executive Director provided a review of the Resolutions.

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Stubbs seconded the motion.

14 - 87

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
2015 ADOPTED BUDGET RESOLUTION**

FISCAL YEAR: JANUARY 1, 2015 TO DECEMBER 31, 2015

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2015 and ending December 31, 2015 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of December 2, 2014; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth

in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget, as introduced, reflects Total Revenues of \$7,245,000, Total Appropriations, including any Accumulated Deficit, of \$6,723,001 and Total Unreserved Net Position utilized of \$278,637; and

WHEREAS, the Capital Budget, as introduced, reflects Total Capital Appropriations of \$8,723,000 and Total Unreserved Net Position planned to be utilized of \$543,000.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on December 2, 2014 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2015 and ending December 31, 2015 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Mr. Villapiano offered a motion, seconded by Mr. Theodora to approve the following minutes.

Regular Meeting November 6, 2014

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Abstain* Yes Abstain* Yes Yes

*Due to absence from November 6, 2014 meeting.

The Plant Operator’s Report for the month of December 2014 was received, a copy of which follows.

**December 2, 2014 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
November, 2014 Operator’s Report**

The November, 2014 report shows the treatment plant and collection systems O.K. with some repairs to report.

The average daily flow to date was 3.769 MGD. The highest daily flow was 4.600 MGD on November 18th. The total precipitation to date was 4.14 inches to date for the month; the largest precipitation was 1.10 inches on November 1st. The monthly average effluent suspended solids concentrations, to date, 13 mg/l and for CBOD, the concentration was 6 mg/l. The average percentage removals for these same effluent parameters were 88% and 95% respectively.

Our present NJPDES Permit has a suspended solids monthly average limitation of 30 mg/l and 25 mg/l for CBOD. For percent removals, it requires 85% removals on a monthly average basis for suspended solids and for CBOD. For plant flow, we are permitted 7.5 MGD average daily flow on a 30-day average quantity basis.

PLANT OPERATIONS AND MAINTENANCE

The treatment plant is operating OK with some maintenance to report.

Glen Henry and AJ Milmoie performed the following maintenance this month: they installed the grit removal pump and a primary sludge pump; both pumps were rebuilt at Pilot Electric Co. Bruce Olsen reconnected the power supply cables to the pumps and replaced wiring for a unit heater in the mechanic's shop.

They also worked on the UNOX System. Rich Peluso of RMP Oxygen Solutions was onsite for routine scheduled maintenance. They worked on oxygen flow meter on aeration tank, LEL sensor replacement, and reviewed all spare parts inventory.

We also discussed optimization of the oxygen supply with overall dissolved oxygen levels and its affects on the activated sludge and ammonia nitrification. Bruce also worked on a thermocouple replacement for one of the aerator's drive units.

Bruce also worked with Mark Wozczak Mechanical Contractors sealing and repairing some of the electrical manholes on the southern end of the Main Pump Building. They also installed a process water hydrant at the vacuum truck offloading pad and air purged the soaker water lines and winterized the remaining moisture feed lines to the Biofilter Unit. He has spare wood chips if needed for next spring's startup of the unit.

He also assisted EMI Inc. with their work on the installation of the radio towers for the communication project. The towers were erected at the control building for the plant and the south side of the Interlaken PS. They also installed the power or sender's cable at the old Comcast Building site at Sunset Ave. and Roller Rd.

Electro Maintenance Inc. was onsite for some work on the alarms and communication project. EMI and Bruce worked on the installation of the alarms and SCADA monitor in the Control Building. The equipment was supplied by SECO Communications. They erected a mast and radio antenna for the communications center at the control building. They also worked in the old Comcast Building, off Sunset Ave.; working on the radio tower equipment and control panel at the antenna and tower at this location.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

All routine inspection and maintenance work was completed by Tom DiOrio and Vinnie D'Esposito. At Cedar Village PS, they responded to an alarm, where they found a clogged flush valve. They cleaned and drew down the wet well and Henry and Milmoie cleaned and rebuilt the flush valve.

Williamson, DiOrio, and D'Esposito responded to road or service calls at 132 Bryant Ave., Evergreen Ave., the Towne Shoppes at Highway 35,414 Deal Road and 1317 Allenhurst Ave.

At this last property, they assisted Roto Rooter locating the sewer lateral and retrieving their mechanical snake. They also determined two laterals on the same house connected to our lateral and sewer main. The second lateral was originally connected to their abandoned septic tank.

At 217 Lakeview Ave. they responded to a lateral blockage. Originally, AJ Perri Inc. was on the scene for the blockage work and still found it was blocked. We inspected it and found our lateral in the street had a shear break. Mark Wozczak and Co. was in to make the final repair.

Ken Williamson continued further video inspection of Lincoln Ave. He also provided some additional video inspection training for the Township of Ocean Public Works Department. DiOrio and D'Esposito finished Lincoln Ave. and continued further Colonial Terrace Area inspection work on Ballard Ave. They also responded to a water main leak at the same English Manor Restaurant and Logan Rd. site. We responded with the emergency mark out request, made our mark outs, and contacted the NJ American Water Co distribution service department. They completed their repair work on

11/24/14. The break was approximately 200 ft. east of our sewer main and manholes that were repaired last month.

EDUCATION AND TRAINING

Rich Roman has enrolled in the Basic Wastewater Operations Course and Jennifer Crumley has begun the Advanced Wastewater Operations Course. They are offered at the Monmouth County Vocational Education School in Freehold. Both of them are doing well.

Half of our staff also went for safety training at the NJUA-MEL/JIF 2014 Annual Safety Expo at the Middlesex Fire Academy in Sayreville.

I finished a few lectures and tours for the Brookdale County College environmental science class. Some of their tours were also conducted at the Two Rivers Water Reclamation Authority facility.

Respectfully submitted,

Thomas G. Meholic, Superintendent
11/26/14

Mr. Theodora made a motion to approve the Operator’s Report. The motion was seconded by Mr. Stubbs and unanimously carried.

Resolution

Mr. Stubbs offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

**RESOLUTION 14 - 88
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 printout of the list of bills will be on file in the Purchasing Agent’s Office.

CURRENT FUND	\$ 177,183.12
REVIEW and INSPECTION	767.22
EIT and CONSTRUCTION	32,319.25
RENEW and REPLACEMENT	_____
TOTAL BILLS PAYABLE	\$ 210,269.59

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Stubbs offered the following Resolution and moved its adoption. Mr. Theodora seconded the motion.

WHEREAS, the Township of Ocean Sewerage Authority adopted its annual budget for 2014 and has set aside funds to be spent in connection with certain budget appropriations; and

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for additional funds in certain budget appropriations.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority, that the following transfers be approved:

TO:

Administration	Administration Salaries 4-01-50-500-102	\$ 1,500.00
	Education & Training Courses 4-01-50-500-309	\$ 1,500.00
	Dues and Subscriptions 4-01-50-500-311	\$ 100.00
	Engineering 4-01-50-500-313	\$ 15,000.00
	Office - other expenses 4-01-50-500-321	\$ 3,000.00
Treatment Plant	Uniforms and Lockers 4-01-60-600-201	\$ 2,000.00
	One Call Service 4-01-60-600-202	\$ 500.00
	General Repairs & Supplies 4-01-60-600-204	\$ 10,000.00
	Other Chemicals 4-01-60-600-306	\$ 2,000.00
	Repairs - Contractors 4-01-60-600-351	\$ 6,000.00
	Maintenance Contract Equip 4-01-60-600-361	\$ 13,000.00
	Grit 4-01-60-600-365	\$ 1,500.00
Treatment Plant (continued)	Gasoline 4-01-60-600-401	\$ 700.00
	Truck Repairs 4-01-60-600-402	\$ 1,000.00
	Other for Trucks 4-01-60-600-403	\$ 200.00
	Lab Testing 4-01-60-600-504	\$ 2,800.00
Collections	Collection Overtime	

	4-01-61-601-102	\$ 3,000.00
	Repairs - Contractors	
	4-01-61-601-351	\$ 30,000.00
Capital Budget	Outfall Repairs	
	4-01-80-800-822	\$325,000.00
 <u>FROM:</u>		
Administration	Office Salaries	
	4-01-50-500-103	\$ 10,400.00
	Insurance General	
	4-01-50-500-318	\$ 8,100.00
	OPEB Retiree Benefits	
	4-01-50-500-400	\$200,000.00
	Township of Ocean Interlocal	
	4-01-50-500-401	\$ 2,600.00
Treatment Plant	Permit Fees	
	4-01-60-600-360	\$ 17,900.00
	Bioxide Plant	
	4-01-60-600-370	\$ 19,000.00
	Lab Supplies	
	4-01-600-502	\$ 2,300.00
	Lab Equipment	
	4-01-60-600-503	\$ 500.00
Collections	Collection Salaries	
	4-01-61-601-101	\$ 10,000.00
	Collection Pumps	
	4-01-61-601-301	\$ 23,000.00
Capital Budget	Gravity Thickener	
	4-01-80-800-811	\$115,000.00
	Grinder Cartridge	
	4-01-80-800-820	\$ 10,000.00

AND BE IT FURTHER RESOLVED that two (2) certified copies of this Resolution be forwarded to the Director, Division of Local Government Services.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Villapiano seconded the motion.

AUTHORIZING THE APPOINTMENT OF JENNIFER CRUMLEY AS LAB MANAGER, EFFECTIVE DECEMBER 1, 2014

WHEREAS, Jennifer Crumley was hired to work in the Authority’s lab effective November 18, 2014, and

WHEREAS, Jennifer Crumley has taken the courses required to qualify as a lab manager pursuant to New Jersey DEP lab standards; and

WHEREAS, Jennifer Crumley has completed one year of service to the Authority working in the lab, thereby satisfying another New Jersey DEP lab standard; and

WHEREAS, Jennifer Crumley has performed lab work during the last year in a satisfactory or more than satisfactory manner.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby appoints Jennifer Crumley as Lab Manager, effective December 1, 2014, at an annual stipend of \$2,000 to be pro-rated for 2014.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

14 – 91

AUTHORIZING APPOINTMENT OF KERRY MORGAN AS BOND COUNSEL

WHEREAS, the Township of Ocean Sewerage Authority issued an RFP for bond counsel services to assist the Authority with its application in the amount of \$4,550,000 with the New Jersey Environmental Infrastructure Trust Fund; and

WHEREAS, the Authority appointed Drew Stauffer as bond counsel on February 5, 2013; and

WHEREAS, due to a conflict of interest, the Authority terminated the appointment of Drew Stauffer on May 7, 2014 and appointed Kerry Morgan as bond counsel; and

WHEREAS, no activity regarding funding has taken place on the NJEIT project; and

WHEREAS, the Authority has made application to the New Jersey Environmental Infrastructure Trust Fund for funding in the amount of \$3,630,000; and

WHEREAS, the Authority is of the opinion that the appointment of the same bond counsel for both NJEIT issues is beneficial to the Authority and its ratepayers; 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. Kerry Morgan, Esq. is hereby appointed as Bond Counsel for the Authority in accordance with the attached proposed contract for the period November 1, 2014 to October 31, 2015.

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.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

**14- 92
AUTHORIZING APPOINTMENT OF CONNER STRONG & BUCKELEW AS RISK
MANAGEMENT CONSULTANT FOR THE YEAR 2015**

WHEREAS, the Township of Ocean Sewerage Authority is a member of the New Jersey Utility Authority Joint Insurance Fund (“Fund”); and

WHEREAS, the bylaws of the Fund require the Authority to obtain a Risk Management Consultant to perform various professional services required by the Fund and the Authority; and

WHEREAS, the judgmental nature of the Risk Management Consultant’s duties render comparative bidding impractical; and

WHEREAS, Conner Strong & Buckelew has submitted a proposal for risk management services to the Authority; and

WHEREAS, Conner Strong & Buckelew, through its representative Michael C. Avalone, has provided the Authority with quality risk management consulting services; and

WHEREAS, the Authority’s Executive Director has determined and certified in writing that the value of the services as risk management consultant will not exceed \$17,500; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2015 to December 31, 2015; 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 excepted 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. Conner Strong & Buckelew is hereby appointed as Risk Management Consultant for the Authority in accordance with the attached proposed contract for the period January 1, 2015 to December 31, 2015.

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 risk management services required.

- 3. A notice of this action shall be published according to law.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes No Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Stubbs seconded the motion.

**14 - 93
 AUTHORIZING AMENDMENT TO 2014 CAPITAL BUDGET**

WHEREAS, the Township of Ocean Sewerage Authority adopted its Capital Budget for the year ending December 31, 2014 on December 3, 2013; and

WHEREAS, N.J.A.C. 5:31-2.8 provides that all amendments to the 2014 Capital Budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership.

NOW, THEREFORE, BE IT RESOLVED that the 2014 Capital Budget is restated as follows for Fiscal Year January 1, 2014 to December 31, 2014:

ORIGINAL 2014 CAPITAL BUDGET

<u>PROJECTS</u>	<u>ESTIMATED TOTAL COST</u>	<u>FUNDING SOURCE</u>
A. Vehicles	\$ 20,000.00	Other Sources
B. Pump Station Bypass Connections	\$ 20,000.00	Other Sources
C. Perimeter Fence	\$ 20,000.00	Other Sources
D. Seal and Plug Electrical Manholes in Plant	\$ 15,000.00	Other Sources
E. Hydrant for Wash Down Pad	\$ 5,500.00	Other Sources
F. Outfall Pipe Repairs	\$ 190,000.00	Other Sources
G. Portable Flow Velocity Logger	\$ 3,500.00	Other Sources
H. Spare Grinder Cartridge	\$ 21,000.00	Other Sources
I. Jet Vac Hose and Accessories	\$ 5,000.00	Other Sources
J. Gravity Thickener	\$ 300,000.00	Other Sources
K. Odor Control Maintenance	\$ 30,000.00	Other Sources
L. Administration Building Upgrades	\$ 25,000.00	Other Sources
M. 2014 NJEIT Collection System	\$ 4,500,000.00	Debt Authorization

RESTATED 2014 CAPITAL BUDGET

<u>PROJECTS</u>	<u>ESTIMATED TOTAL COST</u>	<u>FUNDING SOURCE</u>
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A. Vehicles	\$ 20,000.00	Other Sources
B. Pump Station Bypass		
Connections	\$ 20,000.00	Other Sources
C. Perimeter Fence	\$ 20,000.00	Other Sources
D. Seal and Plug Electrical		
Manholes in Plant	\$ 15,000.00	Other Sources
E. Hydrant for Wash Down Pad	\$ 5,500.00	Other Sources
F. Outfall Pipe Repairs	\$ 515,000.00	Other Sources
G. Portable Flow Velocity Logger	\$ 3,500.00	Other Sources
H. Spare Grinder Cartridge	\$ 11,000.00	Other Sources
I. Jet Vac Hose and		
Accessories	\$ 5,000.00	Other Sources
J. Gravity Thickener	\$ 185,000.00	Other Sources
K. Odor Control Maintenance	\$ 30,000.00	Other Sources
L. Administration Building		
Upgrades	\$ 25,000.00	Other Sources
M. 2014 NJEIT Collection		
System	\$ 4,500,000.00	Debt Authorization

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

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Stubbs offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

14 - 94

AUTHORIZING PAYMENT IN THE AMOUNT OF \$ 31,948.00 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, EMI has performed certain work and procured certain material which is stored on site for the work; and

WHEREAS, EMI has submitted a request for payment in the amount of \$32,600.00; and

WHEREAS, the Authority staff have reviewed the work completed and the material stored on site and recommend payment in the amount of \$32,600.00, less retainage, to Electro Maintenance Inc.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$31,948.00 to Electro Maintenance Inc. for the Pump Station Communications Project.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Villapiano seconded the motion.

14 - 95

AUTHORIZING EXECUTIVE DIRECTOR TO SIGN TREATMENT WORKS APPLICATION FOR HERITAGE VILLAGE PROJECT

WHEREAS, the Township has partnered with Community Investment Strategies to build the low-income senior units at a new development known as Heritage Village; and

WHEREAS, Heritage Village will be built on Block 3, Lots 16.03 and 1604 on the Official Tax Map of the Ocean Township; and

WHEREAS, a Treatment Works Application is required for the project as a result of the anticipated flow from Heritage Village.

NOW, THEREFORE, BE IT RESOLVED that William E. Schmeling, the Authority’s Executive Director, be and he is hereby authorized to sign a Treatment Works Application for the Heritage Village project together with all appropriate endorsements for specific permits.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Bernhardt offered the following Resolution and moved its adoption. Mr. Villapiano seconded the motion.

14-79

AUTHORIZING AWARD OF CONTRACT TO VAN CLEEF ENGINEERING ASSOCIATES TO LOCATE THE AUTHORITY’S FORCE MAINS IN THE AMOUNT OF \$25,512

WHEREAS, the Township of Ocean Sewerage Authority has determined that it is appropriate to locate the Authority’s force mains to confirm their locations as shown on the Authority’s sewer plan documents; and

WHEREAS, an RFP was submitted to several of the Authority’s pre-qualified engineers; and

WHEREAS, proposals were submitted by PS&S, Van Cleef Engineering Associates and T&M Associates; and

WHEREAS, the Executive Director has certified that funds are available for this work.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes Van Cleef Engineering Associates to locate the Authority’s force mains in accordance with their proposal dated September 17, 2014 in an amount not to exceed \$25,512.00.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Villapiano seconded the motion.

14 - 84A

AUTHORIZING TRANSFER OF CONNECTION FEE PAYMENTS FROM POPLAR VILLAGE TO HERITAGE VILLAGE

WHEREAS, numerous units including offices and the community room at Poplar Village, a low-income housing development owned by Ocean Senior Citizen Housing Corp., were declared uninhabitable as a result of Hurricane Irene; and

WHEREAS, the Township has partnered with Community Investment Strategies (“CIS”) to rebuild the uninhabitable units at a new development known as Heritage Village; and

WHEREAS, thirty-two (32) residential units will remain at Poplar Village after the construction of Heritage Village; and

WHEREAS, the Township and CIS have requested a transfer of the connection fees paid for the uninhabitable units to the replacement units at Heritage Village; and

WHEREAS, the Township has indicated to the Authority the uninhabitable units will be demolished and the area made Open Space, a condition of the FEMA funds being used for the demolition; and

WHEREAS, New Jersey statutes permit the transfer of connection fees in instances where a dwelling has been demolished.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the transfer of the connection fees paid for sixty-one (61) units at Poplar Village to Heritage Village; and

BE IT FURTHER RESOLVED that any units beyond the sixty-one (61) units referenced above shall pay a connection fee equal to fifty percent (50%) of the Authority’s connection fee then in effect when the connection fee is paid; and

BE IT FURTHER RESOLVED that if at any time the units referred to in the paragraphs above shall become a private development and no longer a public not-for-profit low-income development, the owner shall pay the balance of the connection fee then in place when the original connection fee was paid.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Galvin seconded the motion.

14 - 96

AUTHORIZING PARTICIPATION IN THE MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE OF THE DIVISION OF ENFORCEMENT OF THE U.S. SECURITIES AND EXCHANGE COMMISSION

WHEREAS, the Township of Ocean Sewerage Authority (the “Authority”) has entered into a continuing disclosure agreement in connection with certain of its prior bond or note issuances (the “Prior Issues”), agreeing to file certain financial information and operating data and/or certain enumerated event notices with the former nationally recognized municipal securities information repositories or the Municipal Securities Rulemaking Board (the “MSRB”) pursuant to the provisions of Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the “Rule”); and

WHEREAS, the Authority has made certain representations regarding its continuing disclosures in bond and note offering documents in connection with its Prior Issues; and

WHEREAS, in response to widespread concerns that many municipal issuers have not been complying with their obligations to file continuing disclosure documents under

the Rule, and furthermore have made false representations and/or misstatements concerning compliance in bond and note offering documents, the Division of Enforcement (the "Division") of the U.S. Securities and Exchange Commission (the "Commission") has set forth its Municipalities Continuing Disclosure Cooperation Initiative (the "MCDC Initiative"), attached hereto as Exhibit A, whereby the Commission will recommend favorable settlement terms to municipal issuers involved in the offer or sale of municipal securities, as well as underwriters of such offerings, if they self report to the Division possible violations involving materially inaccurate statements in bond and note offering documents relating to prior compliance with continuing disclosure obligations pursuant to the Rule; and

WHEREAS, pursuant to Local Finance Notice 2014-9, attached hereto as Exhibit B, the Director of the Local Finance Board, Division of Local Government Services of the Department of Community Affairs of the State of New Jersey, has recommended the undertaking of a Review, as hereinafter defined, by all municipal issuers and participation in the MCDC Initiative, where appropriate, as determined by the facts of each Review (the "LFB Recommendation").

NOW, THEREFORE, BE IT RESOLVED that the Authority, through its Executive Director or through the engagement of a third-party disclosure-dissemination agent, is hereby directed to conduct a continuing disclosure review of its prior continuing disclosure undertakings (the "Review"), and the Authority hereby ratifies any such previously conducted Review; such Review shall include, but is not limited to, a historical review of the Authority's continuing disclosure obligations and filings in connection with its Prior Issues that are presently outstanding and which are no longer outstanding but, as of the date five (5) years prior to the date of submission of the Questionnaire, as hereinafter defined, were outstanding; and the undertaking, at any time, of any applicable remedial filings with the MSRB deemed necessary for compliance with its continuing disclosure obligations; and

BE IT FURTHER RESOLVED that the Authority, through its Executive Director, is hereby authorized to participate in the MCDC Initiative, and the Authority hereby ratifies any such previous action in its participation, if in the discretion of the Executive Director after consultation with Authority officials, it is determined that the Authority may have made materially inaccurate statements in its bond and note offering documents relating to prior compliance with continuing disclosure obligations pursuant to the Rule in connection with its Prior Issues issued during the period beginning five (5) years prior to the date of submission of the Questionnaire; and

BE IT FURTHER RESOLVED that the Authority's Executive Director is hereby authorized to execute and deliver any and all documents and instruments, and the Authority hereby ratifies any such execution or delivery of documents, including the Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self-Reporting Entities contained in the MCDC Initiative (the "Questionnaire"), and to do and cause to be done any and all acts and things necessary or proper for participating in the MCDC Initiative and all related transactions, including the Review, contemplated by this Resolution.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes No Yes Yes

Resolution

Mr. Stubbs offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

AUTHORIZING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 58:11b-9(a) AND N.J.S.A. 40A:5a-6 AND AUTHORIZING THE PREPARATION AND SUBMISSION OF AN INTERIM FINANCIAL ADDENDUM FORM AND A FINANCIAL ADDENDUM FORM IN CONNECTION THEREWITH

WHEREAS, the Township of Ocean Sewerage Authority (the "Authority") has submitted applications to the New Jersey Department of Environmental Protection ("NJDEP") and the New Jersey Environmental Infrastructure Trust ("NJEIT") to participate in the NJEIT Fiscal Year 2015 Financing Program and expects to submit both Interim Financial Addendum Forms and Financial Addendum Forms in connection therewith; and

WHEREAS, the Authority desires to make application to the Local Finance Board for approval of the its interim notes to the NJEIT, and bonds to the NJDEP and NJEIT pursuant to N.J.S.A. 58-11B-9(a) and pursuant to N.J.S.A. 40A:5A-6, as described therein; and

WHEREAS, the Authority believes that

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for health, welfare, convenience or betterment of the inhabitants of the Township of Ocean (the "Township") and its service communities;
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant; and
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the Township and its service communities and will not create an undue financial burden to be placed upon the Township and its service communities.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the Executive Director to prepare and submit an Interim Financial Addendum Form and Financial Addendum Form Application to the NJEIT and the NJDEP; and

BE IT FURTHER RESOLVED that the application to the Local Finance Board is hereby approved, and the Authority's Executive Director, Bond Counsel and Auditor, along with other representatives of the Authority are hereby authorized to prepare such application, to file such application with the Local Finance Board and to represent the Authority in matters pertaining thereto; and

BE IT FURTHER RESOLVED that the Executive Director is hereby directed to prepare ad file a copy of the proposed resolution with the Local Finance Board as part of such application; and

BE IT FURTHER RESOLVED that the Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and approvals as provided by the applicable New Jersey Statute.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

**DECLARING THE AUTHORITY'S OFFICIAL INTENT TO REIMBURSE EXPENDITURES FOR
PROJECT COSTS FROM THE PROCEEDS OF DEBT OBLIGATIONS IN CONNECTION WITH
ITS PARTICIPATION IN THE FISCAL YEAR 2015 NEW JERSEY ENVIRONMENTAL
INFRASTRUCTURE TRUST FINANCING PROGRAM**

WHEREAS, the Township of Ocean Sewerage Authority (the "Authority") intends to acquire, construct, renovate and install the environmental infrastructure projects more fully described in Exhibit A attached hereto (the "Projects"); and

WHEREAS, the Authority intends to finance the Projects with debt obligations of the Authority (the "Project Debt Obligations") but may pay for certain costs of the Projects (the "Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Borrower that are not borrowed funds; and

WHEREAS, the Authority reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), will be issued by the New Jersey Environmental Infrastructure Trust (the "Issuer") to finance the Project on a long-term basis by making a loan to the Authority with the proceeds of the Issuer's obligations (the "Project Notes" and the "Project Bonds"); and

WHEREAS, the Authority desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations; and

BE IT FURTHER RESOLVED that this Resolution is intended to be and hereby is a declaration of the Authority's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Authority, in accordance with Treasury Regulations §1.150-2; and

BE IT FURTHER RESOLVED that the maximum principal amount of the Project Debt Obligations expected to be issued to finance the Projects is \$8,180,000; and

BE IT FURTHER RESOLVED that the Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code; and

BE IT FURTHER RESOLVED that no reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulation §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions of Sections 142 through 147, inclusive, of the Code; the proceeds of the Project Bonds used to reimburse the Borrower for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge", as such terms are defined in Treasury Regulation §1.148-1, of the Project Debt Obligations or another issue of debt obligations of the Authority, other than amounts deposited into a "bona fide debt service fund", as defined in Treasury Regulations §1.148-1; and

BE IT FURTHER RESOLVED that all reimbursement allocations will occur not later than eighteen (18) months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in

service”, within the meaning of Treasury Regulation §1.150-2, or abandoned, but in no event more than three (3) years after the expenditure is paid.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Theodora seconded the motion.

**14 – 99
AUTHORIZING PAYMENT FOR WORK PERFORMED AT
217 LAKEVIEW AVENUE**

WHEREAS, on October 27, 2014, the resident of 217 Lakeview Avenue (the “Property”) called a plumber to clear a blockage preventing sewage from leaving the property; and

WHEREAS, the plumber was unable to clear the blockage; and

WHEREAS, Authority staff determined the blockage was caused by a crushed pipe; and

WHEREAS, the Authority’s contractor repaired the crushed pipe.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$52.97 to Robert and Kathleen Lynch in full satisfaction of any responsibility the Authority might have for the blockage affecting the Property.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Abstain* Yes Yes Yes

*Due to potential conflict of interest

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Villapiano seconded the motion.

**14 - 100
AUTHORIZING EXTENSION OF TIME FOR COMPLETION OF MAIN PUMP
STATION VFD REPLACEMENT PROJECT UNTIL APRIL 30, 2015**

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract for the Main Pump Station VFD Replacement Project on July 1, 2014 to KRS Services Inc. in the amount of \$78,669.00 (the “Contract”); and

WHEREAS, the Contract provided for a completion date of November 21, 2014; and

WHEREAS, for reasons stated in KRS Services Inc.’s letter dated November 26, 2014 (the “Letter”), the Contract completion date has not been met; and

WHEREAS, the Letter requests an extension of time to complete the contract, without any penalty, to the first week of April 2015; and

WHEREAS, the Authority’s staff has not objection to an extension of time and, in fact, does not want the work to be performed during the winter months; and

WHEREAS, a meeting was held on November 25th between Authority staff, the Authority’s engineer and KRS Services Inc. to resolve any issues related to the project;

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes an extension of time, without any penalty, to KRS Services Inc. to April 30, 2015.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Stubbs seconded the motion.

14 – 101

AUTHORIZING REFUND ON ACCOUNT NUMBER 18848-1

WHEREAS, the property located at 1608 Highway 35 (account number 18848-1) has a credit balance of \$1,820.50 after payment of all 2014 sewer charges; and

WHEREAS, a refund of the credit balance has been requested; and

WHEREAS, the history of water usage shows an average usage of approximately 181,00 gallons over the last six years, with a high of 435,00 gallons and a low of 67,000 gallons.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes a refund of \$1,130.50 on account 18848-1.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Theodora seconded the motion.

14 – 102

AUTHORIZING T&M ASSOCIATES TO PREPARE PERMIT APPLICATIONS RELATIVE TO OCEAN OUTFALL WYE REPLACEMENT PROJECT

WHEREAS, the Township of Ocean Sewerage Authority has awarded a contract for the replacement of the ocean outfall wye; and

WHEREAS, the Authority has learned that NJDEP In-Waterfront Development and Army Corps of Engineers Nationwide No. 3 permits are required for the work; and

WHEREAS, the firm of T&M Associates has presented a proposal dated November 26, 2014 to prepare the permit applications; and

WHEREAS, the Executive Director has certified that funds are available for this work.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes T&M Associates to proceed with the applications for the NJDEP In-Waterfront Development and Army Corps of Engineers Nationwide No. 3 permits pursuant to their proposal dated November 26, 2014 in an amount not to exceed \$10,500; and

BE IT FURTHER RESOLVED that the Chairman, Secretary and Executive Director are authorized to execute any and all documents necessary to effectuate this Resolution.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Stubbs offered the following Resolution and moved its adoption. Mr. Bernhardt seconded the motion.

RESOLUTION DECLARING CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The Public shall be excluded from discussion of and action upon the hereinafter-specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

Personnel

3. It is anticipated at this time that the above stated subject matter would be made public when matters are resolved.

This resolution shall take effect immediately.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
 Yes Yes Yes Yes Yes

Following the closed session, there being no further business to come before the Authority, Mr. Villapiano moved that the meeting be adjourned. Mr. Bernhardt seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH STUBBS, Secretary