

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING

Oakhurst, NJ

February 4, 2014

A work Meeting and Agenda Conference and the Annual Reorganization Meeting of the Township of Ocean Sewerage Authority was held on the above date at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey.

Present:       Bernhardt, Galvin, Stubbs, Villapiano  
Absent:       None  
Others:       Executive Director William Schmeling, Attorney John Bonello,

Chairman Galvin called the meeting to order.

All recited The Pledge of Allegiance.

Chairman Galvin announced that the Meeting was being held in conformance with the Open Public Meetings Act of 1975 and that adequate notice had been duly posted where required and mailed to the Asbury Park Press in accordance with law.

Mr. Galvin announced that this was the annual Reorganization Meeting of the Township of Ocean Sewerage Authority.

ANNUAL REORGANIZATION MEETING

Mr. Bonello opened the Annual Reorganization Meeting and acted as Temporary Chairman.

He called for nominations for the office of Chairman. Mr. Villapiano nominated Dennis Galvin for the office of Chairman. Mr. Bernhardt seconded the nomination and all voted in favor of Mr. Galvin being appointed to the office of Chairman.

Mr. Bonello called for nominations for the office of Vice Chairman. Mr. Villapiano nominated Mr. Bernhardt for the office of Vice Chairman. Mr. Galvin seconded the nomination and all voted in favor of Mr. Bernhardt being appointed to the office of Vice Chairman.

Mr. Bonello called for nominations for the office of Secretary Treasurer. Mr. Villapiano nominated Stubbs for the office of Secretary Treasurer. Mr. Galvin seconded the nomination and all voted in favor of Mr. Stubbs being appointed to the office of Secretary Treasurer

Mr. Bonello called for nominations for the office of Assistant Secretary Treasurer. Mr. Stubbs nominated Mr. Villapiano for the office of Assistant Secretary Treasurer. Mr. Bernhardt seconded the nomination and all voted in favor of Mr. Villapiano being appointed to the office of Assistant Secretary Treasurer.

Resolution

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

**14 - 9**

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT  
TO JOHN L. BONELLO, ESQ. FOR LEGAL SERVICES**

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

WHEREAS, the Township advertised for a General Counsel on October 4, 2013 in the Asbury Park Press; and

WHEREAS, the Authority received submissions from four legal firms: Eric M. Bernstein & Associates, LLC; Manna & Bonello; Riker Danzig Scherer Hyland & Perretti LLP; and Weiner Lesniak LLP; and

WHEREAS, after reviewing the proposals, the Authority finds that the firm of Manna & Bonello best meets the needs and requirements of the Authority for a General Counsel; and

WHEREAS, the term of this contract is for one (1) year from February 1, 2014 to January 31, 2015 and

WHEREAS, the Authority’s Purchasing Agent has determined and certified in writing that the value of the auditing 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 John L. Bonello, Esq. of the firm Manna & Bonello is hereby appointed as Authority General Counsel in accordance with the attached proposed contract for the period February 1, 2014 to January 31, 2015.

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

Resolution

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

**14 - 10**  
**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT**  
**TO DAVID A. KAPLAN, CPA, RMA FOR AUDITING SERVICES**

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

WHEREAS, the Township advertised for the position of Authority Auditor on October 4, 2013 in the Asbury Park Press; and

WHEREAS, the Authority received submissions from three auditing firms: DAK CPA; Holman Frenia Allison; and Suplee, Clooney & Company; and

WHEREAS, after reviewing the proposals, the Authority finds that the firm of DAK CPA best meets the needs and requirements of the Authority; and

WHEREAS, the term of this contract is for one (1) year from February 1, 2014 to January 31, 2015 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 \$47,000; 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. David A. Kaplan, CPA, RMA is hereby appointed as Authority Auditor in accordance with the attached proposed contract for the period February 1, 2014 to January 31, 2015.

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

The members determined that they would have a Closed Session Meeting and that Resolutions 14-11 and 14-23 would be held until after the Closed Session.

Resolution

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

**RESOLUTION 14 - 12  
AUTHORIZING PRE-QUALIFICATION OF CONSULTING ENGINEERING FIRMS IN A  
NON-PROCUREMENT ACTION FOR 2014**

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 advertised an RFEI for engineering services on October 4, 2013 in the Asbury Park Press; and

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

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

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 2014, 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.

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

Resolution

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

**14 - 13**

**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 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 1, 2014 to January 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 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 1, 2014 to January 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, Villapiano  
Yes Yes Yes Yes

Resolution

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

**14 - 14  
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 4, 2014  | September 2, 2014                 |
| April 1, 2014  | October 7, 2014                   |
| May 6, 2014    | November 6, 2014                  |
| June 5, 2014   | December 2, 2014                  |
| July 1, 2014   | January 6, 2015                   |
| August 5, 2014 | February 3, 2015 (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.

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

Resolution

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

**14 - 15  
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.

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

Resolution

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

**14 - 16**

**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 2014:

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 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 of other obligations approved by the Division of Investment of the Department of Treasury for investments by local units.

3. The Executive Director shall prepare monthly a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.

4. 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

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

Resolution

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

**14 - 17**

**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.

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

Resolution

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

**14 - 18**  
**AUTHORIZING APPROVAL OF PETTY CASH FUND AND**  
**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 \$350.00 for 2014; and

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

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

Resolution

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

**14 - 19**  
**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO**  
**EDWARD K. DeHOPE, ESQ. FOR LEGAL SERVICES AS SPECIAL COUNSEL**

**WHEREAS**, the Township of Ocean Sewerage Authority has a need to acquire legal services to serve as conflict or substitute counsel; and

**WHEREAS**, the Township advertised for a General Counsel on October 4, 2013 in the Asbury Park Press; and

**WHEREAS**, the Authority received submissions from four legal firms: Eric M. Bernstein & Associates, LLC; Manna & Bonello; Riker Danzig Scherer Hyland & Perretti LLP; and Weiner Lesniak LLP; an

**WHEREAS**, after reviewing the proposals, the Authority finds that the firm of Riker Danzig best meets the needs and requirements of the Authority for a conflict or substitute counsel; and

**WHEREAS**, the term of this contract is for one (1) year from February 1, 2014 to January 31, 2015 and

**WHEREAS**, the Authority's Purchasing Agent has determined and certified in writing that the value of the auditing 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 Edward K. DeHope, Esq. of the firm Riker Danzig Scherer Hyland & Perretti LLP is hereby appointed as Authority conflict or substitute counsel in accordance with the attached proposed contract for the period February 1, 2014 to January 31, 2015.

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

WORK SESSION

Executive Director's Report. Mr. Schmeling provided a written report, and provided members with additional information as well.

He advised that the commercial account billings have gone out and he is getting some questions on that.

He noted that two members of the Hillel School Board of Directors were present at the meeting. Mr. Darrin Shabot introduced himself and advised that he is the Director of Buildings and Grounds. Also present was the Director of Finance. Mr. Shabot told the members that they are concerned about the amount of their current bill. Mr. Bonello advised that he has met with Mr. Shabot to discuss the billing. At this point he is not ready to give any recommendation on this matter and asked the Board to hold it for discussion at the next meeting after an investigation into this billing issue is made.

There was some discussion on the outfall pipe and location of the manhole. Mr. Schmeling noted that according to information provided by Jason Burke, a contractor who performed some work for an adjacent property owner, the manhole is buried in sand and completely sealed. It will cost approximately \$1,900 to locate and dig up the manhole and reopen it. Burke would do the work and the cost will be included with the outfall pipe inspection work.

The Executive Director reported that he went to the Deal Lake Commission about the outfall pipe. He advised that the existing outfall is still there and that the line from Loch Arbor feeding the station was exposed during low levels.

Operator’s Report. Mr. Meholic was absent from the meeting due to illness. Mr. Schmeling advised that there was no additional information relative to the report.

Attorney’s Report. John Bonello had nothing new to report at this meeting.

Mr. Schmeling provided a review of the Resolutions on the agenda.

BUSINESS SESSION

Mr. Stubbs offered a motion, seconded by Mr. Bernhardt and unanimously carried to approve the following minutes:

Regular Meeting	January 7, 2014
Special Meeting	January 14, 2014
Closed Meeting	January 14, 2014

A copy of the Plant Operator’s Report for the month of January 2014 was received, a copy of which follows:

February 4, 2014 Work/Agenda Meeting  
 THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
 January, 2014 Operator’s Report

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

The average daily flow to date was 4.361 MGD. The highest daily flow was 5.479 MGD on January 12th .The total precipitation to date was 4.02 inches of rain to date for the month; the largest precipitation 1.27 inches on January 12th

The monthly average effluent suspended solids concentrations, to date, 11 mg/l. For CBOD, the concentration was 5 mg/l. The average percentage removals for these Same effluent parameters were 87 % and 91 % 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.

We experienced snow and cold temperatures throughout the month. We had 25 days where the temperature fell lower than 32 degrees. The process remained stable for the most part.

We did have some problems with a process water spray line that is used for foam control in our chlorine contact tank. The spray line operates continuously and the severe cold temperatures caused the line to freeze and break. We had Wozczak Mechanical Contractors in to excavate the line and make the repair. All other process water lines/hoses are inspected daily.

Other plant maintenance performed, we had a grit tank mixer drive unit fail. The motor was removed by Glen Henry, Bruce Olsen, Scott Stedman and other personnel. The motor was taken to Pilot Electric Co. for repair.

We restarted the Biofilter odor control fans. We experienced odors upon startup for the first day of operation. Since the operation is OK. Olsen also has parts ordered for the Administration Building parking lot lights. Repairs will be completed upon parts delivery.

We had ABB Corp.'s manufacturer field engineer in to certify and calibrate all plant and collection system flow meters. All flow meters were operating AOK and no reset or recalibration was necessary.

#### COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

At Interlaken Pump Station, we had Wozczak Contractors in to excavate down to the original primary treatment plant tanks. Maser Associates met with Ken Williamson and were on site to verify the tank's depth and potential use in the future design of the pump station upgrade. There still is sludge and sewage in the tank from 1968. We pumped most of the liquid out. We will address the rest of the tank situation once Maser Associates decides if and how the tank will be used. After excavation, the test pit was covered. We had Williamson, D'Esposito, DiOrio and Roman working with the contractor on this.

Also at Interlaken PS, Bruce Olsen replaced and electric heater for the control room.

At Green Grove and Cedar Village Pump Stations, we had some control problems (false low level alarms) which were attributed to the cold temperatures. Olsen installed small electrical heaters for each control panels at the two stations, which seem to be working fine.

At Whalepond PS, with the grinder unit out for service, we experienced periodic clogging of the pumps. The replacement grinder cutter assembly was ordered. Once parts are delivered, we will install as soon as possible. We will have Rapid Pump and Meter Service in for proper installation check and startup. We will also have them check the grinder at Cedar Village PS. The pumps were unclogged by DiOrio and D'Esposito.

With the cold weather, we experienced false alarms at Longview, Wayside School, and Asbury Ave. PS's. All interferences were with the phone line equipment.

Service calls for the month were made at the following locations:

At 53 South Edgemere Ave. the sewer main was OK; at 53 Hillside Terrace, we jetted the lateral which was clogged and we found a partial crack or break in the lateral which was clogging with roots. We TV inspected the line and found the crack and sag in the lateral line. Wozczak will be in for the repair. We also jetted the sewer line on Bloomfield Ave. from Highway 35 to Eagle Ave.

Other line maintenance included jetting the line at Stevens Rd. to Deal Rd.

Respectfully submitted,

Thomas G. Meholic, Superintendent  
1/31/14

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

Resolution

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

**RESOLUTION 14 - 20  
BILL LIST**

**BE IT RESOLVED** by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey (not less than three (3) members affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Executive Director and as set forth in this Resolution are hereby approved for payment.
2. The authorized signers of checks are hereby authorized and directed to sign checks in the payment of bills and claims, which are hereby approved.

The computer printout of the list of bills will be on file in the Purchasing Agent’s Office.

CURRENT FUND	\$ 141,151.59
REVIEW and INSPECTION	3,022.50
EIT and CONSTRUCTION	12,883.75
RENEW and REPLACEMENT	0.00
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 157,057.84</b>

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

Resolution

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

**14 – 21**

**AUTHORIZING PAYMENT FOR WORK PERFORMED  
AT 2308 LOGAN ROAD**

**WHEREAS**, on June 28, 2013, the resident of 2308 Logan Road (the “Property”) called a plumber to clear a blockage preventing sewage from leaving the property; and

**WHEREAS**, on November 18, 2013 the plumber called the Township of Ocean because the plumber believed there was a problem in the street; and

**WHEREAS**, the Township of Ocean staff determined the problem was the Authority’s responsibility; and

**WHEREAS**, the homeowner was advised the bill would be paid by the Township of Ocean; and

**WHEREAS**, Authority staff determined the blockage was caused by a sheared drop stack in the street; and

**WHEREAS**, the Authority’s contractor repaired the drop stack.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$420.00 to A-General Sewer in full satisfaction of any responsibility the Authority might have for the blockage affecting the Property.

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

The members determined that Resolution 14-22 on the revisions to the Handbook should be held until the next meeting to give them more time to review the updated Handbook.

They decided that Resolution 14-23 should be discussed during closed session prior to being considered for approval.

Resolution

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

**14 - 24**  
**AUTHORIZING AWARD OF CONTRACT FOR**  
**ONSITE PSA SYSTEM SERVICE AND TROUBLESHOOTING**

**WHEREAS**, the Authority presently contracts with M<sup>2</sup>T<sup>2</sup> for onsite plant PSA system service and troubleshooting; and

**WHEREAS**, M<sup>2</sup>T<sup>2</sup> is ceasing business operations and the Authority has a need for a new contractor to provide onsite plant PSA system service and troubleshooting; and

**WHEREAS**, the Authority received proposals from AirSep Process & Control LLC and RMP Oxygen Solutions, LLC for onsite plant PSA system service and troubleshooting; and

**WHEREAS**, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s 2014 budget under equipment contract maintenance.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby awards a contract to RMF Oxygen Solutions, LLC in the amount of \$20,480.00 to perform onsite plant PSA system service and troubleshooting in accordance with its proposal dated January 20, 2014.

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

Resolution

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

- Contractual matters
- Personnel matters
- Service agreements
- Lawsuits

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, Villapiano  
Yes Yes Yes Yes

Resolution

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

**14 - 23**

**AUTHORIZING EXECUTION OF AMENDMENT TO INTERLOCAL SERVICES AGREEMENT WITH TOWNSHIP OF OCEAN FOR ADMINISTRATIVE SERVICES**

**WHEREAS**, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq. authorizes local units as defined in the Act to enter into joint agreements for the provisions of governmental services; and

**WHEREAS**, the Township of Ocean (the "Township") and the Authority entered into an Interlocal Services Agreement on or about August 15, 2013 (the "Agreement") wherein the Authority's Executive Director would perform administrative services for the Township; and

**WHEREAS** the Agreement provided it would terminate if the parties were unable to agree on an hourly rate for 2014; and

**WHEREAS**, the parties are desirous of continuing the Interlocal Agreement in 2014.

**NOW, THEREFORE, BE IT RESOLVED** that the Chairman and Secretary are authorized to execute the attached Amendment to the Interlocal Services Agreement with the Township of Ocean for billing services.

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

Resolution

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

**14 - 25**

**AUTHORIZING WILLIAM E. SCHMELING TO ACT AS AUTHORIZED REPRESENTATIVE FOR NJEIT PROJECT NUMBER S340750-12**

**WHEREAS**, the Township of Ocean Sewerage Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust Fund for the Reconstruction of the Interlaken Pump Station and the Replacement of the Bulkhead.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes William E. Schmeling, Executive Director, (contact information: 224 Roosevelt Avenue, Oakhurst, New Jersey 07755; 732-531-2213, ext 110) to act as the Authorized Representative to represent the Township of Ocean Sewerage Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

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

There being no further business to come before the Authority, Mr. Villapiano moved that the meeting be adjourned. Mr. Stubbs seconded the motion and all voted in favor of adjournment.

Respectfully Submitted,

RALPH STUBBS  
Secretary - Treasurer