

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
OCTOBER 8, 2019**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Bernhardt, Galvin, Stubbs, Theodora, Villapiano
4. Let the minutes show this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and adequate notice has been duly posted where required and provided to the Asbury Park Press and the Coaster on February 6, 2019 and mailed to its service communities on February 6, 2019, and posted on its website. The minutes of this meeting will be available after Board approval at a subsequent meeting.

INTRODUCTION OF 2020 BUDGET

5. Executive Director Presentation
 - a. Board comments
 - b. Public comments
6. Resolution 19-85: 2020 Authority Budget Introduction

WORK SESSION

7. Executive Director's Report
8. Attorney's Report
9. Engineer's Report
10. Operation Manager's Report
11. Review of resolutions on business session agenda
 - a. Board comments
 - b. Public comment

BUSINESS SESSION

12. Communications
13. Review of Bill List
 - a. Board comments
 - b. Public comment
14. Resolution 19-86: Bill List
15. Consent Agenda
 - a. Approval of minutes of August 6, 2019 regular meeting, September 3, 2019 and September 17, 2019 regular meetings and September 17, 2019 closed meeting

- b. Approval of Operation Manager's report
 - c. Resolution 19-87: Authorizing application to the Monmouth County Improvement Authority 2019 Financing Program
 - d. Resolution 19-88: Authorizing award of contract for records management to Foveonics Document Solutions under ESCNJ Co-Operative Contract #65MCESCCPS
16. Resolution 19-89: Authorizing award of a professional services contract for specialized legal services as bond counsel
 17. Resolution 19-90: Authorizing payment in the amount of \$438,573.92 to Weeks Marine Inc. for Ocean Outfall Replacement Project
 18. Resolution 19-91: Authorizing award of a one-year contract for Sewer Line and Facilities Repairs to Mark Woszczak Mechanical Contractors Inc.
 19. Resolution 19-92: Authorizing payment in the amount of \$62,956.38 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction Project
 20. Resolution 19-93: Authorizing execution of agreement with the Hidden Meadows Homeowners Association for jet-vac and video services
 21. Public Comment
 22. Comments by Authority Members
 23. Closed Session, if needed
 24. Adjournment

**2020 AUTHORITY BUDGET RESOLUTION
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
FISCAL YEAR: JANUARY 1, 2020 TO DECEMBER 31,
2020**

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of October 8, 2019; and

WHEREAS, the Annual Budget, as introduced, reflects Total Revenues of \$7,351,388, Total Appropriations, including any Accumulated Deficit, of \$7,351,388 and Total Unreserved Net Assets utilized of \$0.00; and

WHEREAS, the Capital Budget, as introduced, reflects Total Capital Appropriations of \$8,000,000 and Total Unreserved Net Position planned to be utilized as funding thereof of \$0.00; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenue, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the Authority's planning and management objectives; specific authorization to expend funds for the purposes described in this Section of the budget must be granted by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on October 8, 2019 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, 2019 and ending December 31, 2019 is hereby approved; and

BE IT FURTHER RESOLVED that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Authority's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED that the Governing Body of the Township of Ocean Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 3, 2019.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary

BILL LIST

September 27, 2019
02:04 PM

Township of Ocean Sewerage Authority
Bill List By Vendor Id

Page No: 1

P.O. Type: All
Range: First to Last
Format: Condensed

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AMERWEAR AMERICAN WEAR UNIFORMS								
	19-00438	09/16/19	PURCHASE SWEATSHIRTS/JACKETS	Open	2,315.48	0.00		
BANK001 BANK OF NEW YORK NA								
	19-00444	09/18/19	TRUSTEE FEES	Open	3,850.00	0.00		
CANVAS01 THE CANVAS SHOP OF AVON INC.								
	19-00429	09/09/19	BACKHOE PANELS	Open	685.00	0.00		
CINTAS01 CINTAS CORPORATION #062								
	19-00007	12/06/18	UNIFORM RENTAL	Open	695.40	0.00		
CME00001 CME ASSOCIATES								
	RI000424	09/19/19	ENGINEERING SERVICES - R&I	Open	477.00	0.00		
	RI000425	09/19/19	ENGINEERING SERVICES - R&I	Open	196.75	0.00		
	RI000426	09/19/19	ENGINEERING SERVICES - R&I	Open	39.75	0.00		
	RI000427	09/19/19	ENGINEERING SERVICES - R&I	Open	830.75	0.00		
					1,544.25			
COOP001 COOPER ELECTRIC SUPPLY CO								
	19-00019	12/06/18	GENERAL REPAIRS and SUPPLIES	Open	394.56	0.00		
DEMAIO DeMAIO ELECTRICAL COMPANY, INC								
	EIT00653	09/27/19	INTERLAKEN PS RECONSTRUCTION	Open	62,956.38	0.00		
DIRECTEN DIRECT ENERGY BUSINESS								
	19-00443	09/18/19	NATURAL GAS USAGE	Open	246.41	0.00		
ELE001 ELECTRO MAINTENANCE INC								
	R-R00094	07/12/19	PERMANENT WIRING FOR PRIMARIES	Open	65,944.50	0.00		
GRACE GRACE MARMERO & ASSOCIATES LLP								
	19-00452	09/19/19	LEGAL SERVICES	Open	600.00	0.00		
GRAI001 GRAINGER WW INC								
	19-00003	12/06/18	GENERAL REPAIRS and SUPPLIES	Open	409.31	0.00		
GREELEY GREELEY AND HANSEN LLC								
	19-00454	09/20/19	PROCESS MODEL UPDATE	Open	4,777.00	0.00		
GUIR001 JOHN GUIRE CO INC								
	19-00435	09/16/19	WEED WACKER HEADS	Open	23.98	0.00		
HAZEN HAZEN and SAWYER								
	EIT00650	09/16/19	OCEAN OUTFALL REPLACEMENT	Open	35,103.77	0.00		
MIDATLAN MIDATLANTIC ENGINEERING PARTNE								
	EIT00651	09/18/19	OCEAN OUTFALL REPLACEMENT	Open	3,600.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MIRA001 MIRACLE CHEMICAL CO	19-00426	09/06/19	SODIUM HYPOCHLORITE	Open	3,513.00	0.00		
POSM POSM SOFTWARE LLC	19-00427	09/06/19	TV TRUCK SOFTWARE	Open	1,500.00	0.00		
RARITAN RARITAN VALVE & AUTOMATION	19-00419	09/03/19	VALVES FOR UNOX SYSTEM	Open	2,319.64	0.00		
RUSS001 RUSSELL REID	19-00436	09/16/19	SLUDGE DISPOSAL	Open	73,482.50	0.00		
SEAB001 SEABOARD WELDING SUPPLY INC	19-00010	12/06/18	CYLINDER RENTAL	Open	38.25	0.00		
SOLUTION SOLUTIONWERKS INC.	19-00358	07/31/19	BUTTERFLY VALVES FOR UNOX	Open	1,840.66	0.00		
STAPL001 STAPLES CREDIT PLAN	19-00025	12/07/18	OFFICE SUPPLIES	Open	929.98	0.00		
STAT002 STATE OF NJ DEPT.OF TREAS.DIV.	19-00001	12/06/18	HEALTH INSURANCE PREMIUMS	Open	33,823.50	0.00		
USA BLUE USA BLUE BOOK	19-00410	08/29/19	LAB and GENERAL SUPPLIES	Open	1,441.64	0.00		
WAST001 WASTE MANAGEMENT OF NJ	19-00014	12/06/18	PAPER RECYCLING	Open	171.19	0.00		
WEEKS WEEKS MARINE, INC.	EIT00652	09/24/19	OCEAN OUTFALL REPLACEMENT	Open	438,573.92	0.00		
Total Purchase Orders: 29 Total P.O. Line Items: 0 Total List Amount: 740,780.32 Total Void Amount: 0.00								

**AUTHORIZING APPLICATION TO THE
MONMOUTH COUNTY IMPROVEMENT
AUTHORITY 2019 FINANCING PROGRAM**

WHEREAS, the Township of Ocean Sewerage Authority has projects which are "shovel ready" pending the Authority having sufficient funds for the work; and

WHEREAS, the Authority has previously participated in the Monmouth County Improvement Authority ("MCIA") financing program; and

WHEREAS, the MCIA is presently putting together financing for 2019 which is scheduled to close on or about December 23, 2019; and

WHEREAS, the Authority desires to participate in the MCIA 2019 financing program in the amount of \$750,000 to perform repair work on its aeration tank and to continue the 2013 Collection System Improvement project; and

WHEREAS, the Authority's auditor has indicated that the debt service for participation in this Program will not require an increase in the Authority's annual service charge.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes its participation in the Monmouth County Improvement Authority's 2019 Financing Program in the amount of \$750,000; and

BE IT FURTHER RESOLVED that the Executive Director, Chairman and Secretary are authorized to sign such documents as are necessary to participate in the Monmouth County Improvement Authority's 2019 Financing Program.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF CONTRACT FOR RECORDS MANAGEMENT TO FOVEONICS DOCUMENT SOLUTIONS UNDER ESCNJ CO-OPERATIVE CONTRACT #65MCESCPCS

WHEREAS, the Authority has a need to scan its voluminous plans and records to provide an easily accessible data base; and

WHEREAS, the Executive Director has met with Heritage Business Systems, Inc. ("Heritage") and Foveonics Document Solutions ("Foveonics") regarding records management; and

WHEREAS, Heritage provided the Executive Director with proposal in the amount of \$13,990 for records management; and

WHEREAS, Foveonics provided the Executive Director with a proposal in the amount of \$8,924.11 for records management; and

WHEREAS, the Executive Director recommends awarding a contract to Foveonics because Heritage requires the Authority to do the scanning work while Foveonics does the work under their proposal, and Foveonics has ESCNJ Co-Operative Purchasing Contract #65MCESCPCS; and

WHEREAS, the Authority's Executive Director has indicated there are funds available for the award under line item for Administrative Other Expenses (01-50-500-321).

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract to Foveonics Document Solutions for records management in accordance with their proposal dated April 30, 2019 and ESCNJ Co-Operative Purchasing Contract #65MCESCPCS in an amount not to exceed \$10,000.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

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RALPH E. STUBBS, Secretary

AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR SPECIALIZED LEGAL SERVICES AS BOND COUNSEL

WHEREAS, the Township of Ocean Sewerage Authority (the "Authority") has a need for specialized legal services in connection with the authorization and issuance of bonds and project notes by the Authority, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided by a recognized bond counsel firm, and the law firm of _____ (the "Firm") is so recognized by the financial community; and

WHEREAS, _____ provides bond counsel services for the Firm; and

WHEREAS, the Executive Director has certified that funds are or will be available for this purpose in its application for funding from the New Jersey Water Bank and from the legal line item (01-50-500-313); 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).

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

1. _____ of the law firm of _____ is hereby retained to provide the specialized legal services necessary in connection with the authorization and issuance of bonds and notes by the Authority in accordance with the Fee Agreement attached to this Resolution for the period October 1, 2019 to January 31, 2020.

2. This Contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law because the services involved are of such a qualitative nature and are not readily susceptible or subject to competitive bidding and further, that the above named firm has been determined to have expertise in this area and, in the opinion of the Authority Members, this firm can best provide the appropriate legal services required.

3. A copy of this Resolution and the contract shall be placed on file with the Executive Director of the Authority.

4. A notice in accordance with the Local Public Contracts Law shall be published in the Coaster within twenty (20) days of the date of this Resolution.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

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RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT IN THE AMOUNT OF \$438,573.92 TO WEEKS MARINE INC. FOR OCEAN OUTFALL REPLACEMENT PROJECT

WHEREAS, the Authority awarded a contract for its Ocean Outfall Replacement Project to Weeks Marine Inc. in the amount of \$5,324,150.00 (the “Project”) on September 8, 2018; and

WHEREAS, the Weeks Marine requested payment for materials and equipment purchased and work performed under the contract; and

WHEREAS, by letter dated September , 2019 the Authority’s engineer has recommended payment in the amount of \$438,573.92 pursuant to its Payment Application No. 6.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$438,573.92 to Weeks Marine Inc. for the Ocean Outfall Replacement Project in accordance with Payment Application No. 6.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary

**AUTHORIZING AWARD OF A ONE-YEAR CONTRACT FOR
SEWER LINE AND FACILITIES REPAIRS TO MARK
WOSZCZAK MECHANICAL CONTRACTORS, INC.**

WHEREAS, the Township of Ocean Sewerage Authority advertised for the receipt of bids for Sewer Line and Facilities Repairs in the Asbury Park Press on August 21, 2019 and posted the bid opportunity its website; and

WHEREAS, eight (8) sets of bid documents were sent out by the Authority to entities requesting them; and

WHEREAS, four (4) bids were received at the Authority's office on the return date of September 25, 2019; and

WHEREAS, the Authority intends to award a contract to the lowest responsible responsive bidder meeting the bids specifications for the term that is most advantageous to the Authority; and

WHEREAS, the Authority's Executive Director has certified that funds are available for this contract under contractor repairs (01-60-600-351 and 01-61-601-351); and

WHEREAS, Mark Woszczak Mechanical Contractors, Inc. was the lowest responsible responsive bidder.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract for providing Sewer Line and Facilities Repairs to Mark Woszczak Mechanical Contractors, Inc. at the prices indicated in the proposal dated September 24, 2019 for the period October 1, 2019 to September 30, 2020; the total maximum bid price does not bind the Authority to the payment of any specific total, the amount to be paid under the contract shall be in accordance with the quantity of materials provided at rate set forth in the proposal; and

BE IT FURTHER RESOLVED that the Chairman, Executive Director and Secretary are hereby authorized and directed to execute the contract for the award on behalf of the Authority.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Regular Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT IN THE AMOUNT OF \$62,956.38 TO DeMAIO ELECTRICAL COMPANY, INC. FOR INTERLAKEN PUMP STATION RECONSTRUCTION PROJECT

WHEREAS, the Authority awarded a contract for the Interlaken Pump Station Reconstruction project to DeMaio Electrical Company, Inc. (“DeMaio”) in the amount of \$3,265,000 (the “Project”) on September 4, 2018; and

WHEREAS, the DeMaio has provided equipment and material for the Project and performed work at the site; and

WHEREAS, the Authority’s engineer has prepared Payment Certificate No. 8 dated September 27, 2019 in the amount of \$62,956.38 signed by the Authority's engineer.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$62,956.38 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction project in accordance with Payment Certificate No. 8.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary

**AUTHORIZING EXECUTION OF AGREEMENT WITH
THE HIDDEN MEADOWS HOMEOWNERS
ASSOCIATION FOR JET-VAC AND VIDEO SERVICES**

WHEREAS, the Hidden Meadows Condominium ("Hidden Meadows") development roads are private and not dedicated to the Township of Ocean; and

WHEREAS, the Authority does not address blockage or other issues in sewer lines which are not in the public right-of-way; and

WHEREAS, Hidden Meadows Homeowners Association has requested the Authority to provide jet-vac and video services for the sewer lines located within Hidden Meadows; and

WHEREAS, the Authority is desirous of providing jet-vac and video services to Hidden Meadows.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the execution of an agreement with the Hidden Meadows Homeowners Association for jet-vac and video services for the sewer lines located within Hidden Meadows.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on October 8, 2019.

RALPH E. STUBBS, Secretary