

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
AUGUST 6, 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.

2018 AUDIT PRESENTATION

- a. Board comments
- b. Public comments

WORK SESSION

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

BUSINESS SESSION

10. Communications
11. Review of Bill List
 - a. Board comments
 - b. Public comment
12. Resolution 19-68: Bill List
13. Consent Agenda
 - a. Approval of minutes of July 2, 2019 meeting
 - b. Approval of Operation Manager's report
 - c. Resolution 19-69: Authorizing removal of charges on account number 3137-0 and making account inactive

d. Resolution 19-70: Authorizing renewal of contract for pump repairs, service and supply to Pilot Electric Co., Inc.

e. Resolution 19-71: Declaring account number 668-0 inactive

14. Resolution 19-72: Certification of 2018 Audit

15. Resolution 19-73: Authorizing payment in the amount of \$1,293,240.79 to Weeks Marine Inc. for Ocean Outfall Replacement Project

16. Resolution 19-74: Authorizing payment in the amount of \$287,331.10 to DeMaio Electrical Company, Inc. for Interlaken Pump Station Reconstruction Project

17. Resolution 19-75: Authorizing payment in the amount of \$7,200.00 to MidAtlantic Engineering Partners for Ocean Outfall Replacement Dive Inspections

18. Public Comment

19. Comments by Authority Members

20. Closed Session, if needed

21. Adjournment

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BILL LIST

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
AMB001 AMBASSADOR MEDICAL SERVICE	19-00321	06/28/19	DRUG TESTING	Open	132.00	0.00		
AMERWEAR AMERICAN WEAR UNIFORMS	19-00339	07/15/19	T-SHIRTS	Open	656.95	0.00		
ATLA001 ATLANTIC PLUMBING SUPPLY CORP.	19-00005	12/06/18	GENERAL REPAIRS and SUPPLIES	Open	1,266.29	0.00		
ATT AT&T MOBILITY	19-00081	01/31/19	TELEPHONE	Open	39.64	0.00		
AUTOPART AUTO PARTS CENTER	19-00020	12/06/18	TRUCK REPAIRS	Open	289.74	0.00		
BRAD CAR BRADLEY CAR CARE	19-00022	12/06/18	TRUCK REPAIRS	Open	516.28	0.00		
CME00001 CME ASSOCIATES	19-00353	07/22/19	GENERAL ENGINEERING SERVICES	Open	1,416.50	0.00		
	RI000419	07/03/19	ENGINEERING SERVICES - R&I	Open	675.00	0.00		
					2,091.50			
COOP001 COOPER ELECTRIC SUPPLY CO	19-00019	12/06/18	GENERAL REPAIRS and SUPPLIES	Open	114.59	0.00		
DAVISON DAVISON EASTMAN MUNOZ PAONE	EIT00639	07/05/19	BOND COUNSEL SERVICES - NJEIT	Open	13,500.00	0.00		
DELTO01 DELTA DENTAL PLAN OF NJ	19-00009	12/06/18	DENTAL INSURANCE PREMIUMS	Open	2,525.72	0.00		
DEMAIO DeMAIO ELECTRICAL COMPANY, INC	EIT00645	07/31/19	INTERLAKEN PUMP STATION	Open	287,331.10	0.00		
DIRECTEN DIRECT ENERGY BUSINESS	19-00354	07/22/19	NATURAL GAS USAGE	Open	6.31	0.00		
ELE001 ELECTRO MAINTENANCE INC	19-00318	06/26/19	CONTRACTOR REPAIRS	Open	3,794.66	0.00		
EXCEL UC EXCEL URGENT CARE	19-00351	07/19/19	DRUG TESTING	Open	650.00	0.00		
FREE001 FREEHOLD CARTAGE INC	19-00220	05/02/19	GRIT DISPOSAL	Open	1,685.00	0.00		
GRAI001 GRAINGER WW INC	19-00003	12/06/18	GENERAL REPAIRS and SUPPLIES	Open	301.40	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
H20 H2O SOLUTIONS, INC.	19-00254	05/13/19	CONDITIONING PACKS FOR LAB	Open	506.00	0.00		
HAZEN HAZEN and SAWYER	EIT00640	07/12/19	OCEAN OUTFALL REPLACEMENT	Open	40,523.50	0.00		
HOME001 HOME DEPOT CREDIT SERVICES	19-00359	07/31/19	GENERAL SUPPLIES	Open	23.18	0.00		
IMPERIAL IMPERIAL DADE	19-00343	07/17/19	PAPER TOWELS and BATH TISSUE	Open	349.99	0.00		
JCPL001 JERSEY CENTRAL POWER & LIGHT	19-00327	07/08/19	ELECTRIC USAGE	Open	27,292.92	0.00		
LIVEVAULT KeepItSafe, Inc. - LiveVault	19-00015	12/06/18	COMPUTER BACKUP	Open	20.00	0.00		
LYONS LYONS ENVIRONMENTAL SERVICES	19-00324	07/02/19	LAB TESTING	Open	344.00	0.00		
MANNA001 MANNA & BONELLO, P.A.	19-00328	07/09/19	JUNE LEGAL SERVICES	Open	887.50	0.00		
MARTINS JAMES, TONI and KEVIN MARTIN	19-00338	07/12/19	2nd QUARTER DUPLICATE PAYMENT	Open	115.00	0.00		
MASER MASER CONSULTING P.A.	EIT00638	07/05/19	ENGINEERING SERVICES - NJEIT	Open	6,721.55	0.00		
MIDATLAN MIDATLANTIC ENGINEERING PARTNE	EIT00642	07/25/19	OUTFALL INSPECTION SERVICES	Open	7,200.00	0.00		
MIRA001 MIRACLE CHEMICAL CO	19-00325	07/03/19	CALCIUM HYPOCHLORITE	Open	450.00	0.00		
	19-00332	07/11/19	SODIUM HYPOCHLORITE	Open	3,246.00	0.00		
	19-00346	07/17/19	SODIUM HYPOCHLORITE DELIVERY	Open	3,246.00	0.00		
					6,942.00			
MONM005 MONMOUTH TRUCK EQUIPMENT	19-00326	07/05/19	TRUCK #5 TAIL LIGHTS	Open	190.00	0.00		
NJAES NJAES OFFICE OF CONTINUING ED	19-00311	06/20/19	EDUCATION and TRAINING	Open	530.00	0.00		
NJAM001 NEW JERSEY AMERICAN WATER	19-00329	07/09/19	WATER USAGE	Open	2,703.45	0.00		
NJNAT001 NEW JERSEY NATURAL GAS CO	19-00345	07/17/19	NATURAL GAS USAGE	Open	191.56	0.00		
ONECALL ONE CALL CONCEPTS, INC	19-00323	07/01/19	ONE CALL MARK-OUTS	Open	853.64	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PRAX001 PRAXAIR, INC.	19-00357	07/29/19	LIQUID OXYGEN	Open	2,120.10	0.00		
RUSS001 RUSSELL REID	19-00341	07/15/19	JUNE SLUDGE DISPOSAL	Open	46,882.50	0.00		
SEAB001 SEABOARD WELDING SUPPLY INC	19-00010	12/06/18	CYLINDER RENTAL	Open	38.25	0.00		
SIP001 SIP'S PAINT & HARDWARE	19-00342	07/16/19	PAINT and PAINT SUPPLIES	Open	182.13	0.00		
	19-00352	07/22/19	SUPPLIES TO PAINT WINDOWS	Open	57.97	0.00		
					240.10			
SPECTROT SPECTROTEL	19-00002	12/06/18	TELEPHONE	Open	287.51	0.00		
STAPL001 STAPLES CREDIT PLAN	19-00025	12/07/18	OFFICE SUPPLIES	Open	225.94	0.00		
STAT002 STATE OF NJ DEPT.OF TREAS.DIV.	19-00001	12/06/18	HEALTH INSURANCE PREMIUMS	Open	34,439.41	0.00		
T-M00001 T & M ASSOCIATES	EIT00641	07/17/19	ENGINEERING SERVICES - NJEIT	Open	252.00	0.00		
TOWN001 TOWNSHIP OF OCEAN	19-00336	07/11/19	GAS, DIESEL and GROUP LIFE	Open	1,301.46	0.00		
VERIZON2 VERIZON	19-00112	02/19/19	FIOS FOR SCADA	Open	110.64	0.00		
WAST001 WASTE MANAGEMENT OF NJ	19-00014	12/06/18	PAPER RECYCLING	Open	171.53	0.00		
WEEKS WEEKS MARINE, INC.	EIT00644	07/30/19	OCEAN OUTFALL REPLACEMENT	Open	1,293,240.79	0.00		
WEF001 WEF MEMBERSHIP RENEWALS	19-00040	01/07/19	WEF MEMBERSHIP RENEWALS	Open	214.00	0.00		
WITHUM WITHUMSMITH + BROWN, PC	19-00344	07/17/19	BANK RECONCILIATIONS	Open	1,063.47	0.00		
WOSZCZ01 MARK WOSZCZAK	19-00036	01/04/19	CONTRACTOR REPAIRS	Open	1,683.44	0.00		
ZEP001 ZEP MFG CO	19-00312	06/20/19	WATERSAVER NOZZLES	Open	250.12	0.00		
Total Purchase Orders: 53 Total P.O. Line Items: 0 Total List Amount: 1,792,816.73 Total Void Amount: 0.00								

Totals by Year-Fund		Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
GENERAL FUND	9-01	143,517.79	0.00	143,517.79	0.00	0.00	143,517.79
	9-02	0.00	0.00	0.00	0.00	1,648,768.94	1,648,768.94
	Year Total:	143,517.79	0.00	143,517.79	0.00	1,648,768.94	1,792,286.73
	X-01	530.00	0.00	530.00	0.00	0.00	530.00
	Total of All Funds:	144,047.79	0.00	144,047.79	0.00	1,648,768.94	1,792,816.73

**AUTHORIZING REMOVAL OF CHARGES ON
ACCOUNT NUMBER 3137-0 AND MAKING ACCOUNT
INACTIVE**

WHEREAS, the Township of Ocean is the owner of property located at 1005 Wickapecko Drive, account number 3137-0 (the "Property"); and

WHEREAS, the Property was part of the purchase of the Colonial Terrace Golf Course ("Colonial Terrace") by the Township; and

WHEREAS, as part of the purchase agreement for Colonial Terrace, the Township provided Regina Savage with life rights to the Property subject to certain conditions; and

WHEREAS, Ms. Savage failed to comply with the conditions and the Township removed Ms. Savage from the property; and

WHEREAS, there is presently \$460 plus interest in outstanding annual sewer charges on the Property that were incurred by Ms. Savage; and

WHEREAS, the Township has requested the Authority to remove all outstanding charges and declare the account inactive as it will no longer be occupied.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the removal of all outstanding charges on account 3137-0; and

BE IT FURTHER RESOLVED that account 3137-0 be made inactive as of January 1, 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 August 6, 2019.

RALPH E. STUBBS, Secretary

AUTHORIZING RENEWAL OF CONTRACT FOR PUMP REPAIRS, SERVICE AND SUPPLY TO PILOT ELECTRIC CO., INC.

WHEREAS, the Authority awarded a contract to Pilot Electric Co., Inc. for pump repairs, service and supply on August 7, 2018; and

WHEREAS, the bid documents provided for two (2) one-year renewals of the contract awarded pursuant to the bid; and

WHEREAS, the Authority is satisfied with Pilot's performance under the contract; and

WHEREAS, the Authority and Pilot are desirous of renewing the contract for one additional year in accordance with the bid specifications on the same terms and conditions as the original proposal; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2018 budget under pumps (01-60-600-203 and 01-61-601-301).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the renewal of an existing contract with Pilot Electrical Co., Inc. for pump repairs, service and supply at \$75.00 per hour for normal service and overtime work at the Authority's site and \$24.00 per hour for normal service and overtime work at Pilot Electrical Co., Inc.'s site for the period August 1, 2019 to July 31, 2020.

	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 August 6, 2019.

RALPH E. STUBBS, Secretary

DECLARING ACCOUNT NUMBER 668-0 INACTIVE

WHEREAS, account number 668-0 is a residential property located at 288 South Lincoln Avenue in the Township of Ocean (the “Property”); and

WHEREAS, a Disconnection Application was filed for the Property on May 13, 2019; and

WHEREAS, the property was disconnected from the Authority’s collection system on or about July 23, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that account number 668-0 be declared inactive as of August 1, 2019 until such time as a Temporary or Permanent Certificate of Occupancy is issued; and

BE IT FURTHER RESOLVED that the 2019 third and fourth quarter charges on account number 668-0 be removed.

	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 August 6, 2019.

RALPH E. STUBBS, Secretary

RESOLUTION 19 - 72

CERTIFICATION OF 2018 AUDIT

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

WHEREAS, the 2018 Annual Report of Audit has been filed by a Registered Municipal Account with the Executive Director of the Authority pursuant to N.J.S.A. 40A:5-6, and a copy received by each Commissioner of the Township of Ocean Sewerage Authority; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6-5, a regulation requiring that the governing body of each local unit shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the local governing body have reviewed, at a minimum, the sections of the annual audit titled "Comments and Recommendations"; and

WHEREAS, the members of the local governing body have personally reviewed, at a minimum, the Annual Report of Audit for 2018, and specifically the sections of the Annual Audit titled "Comments and Recommendations", as evidenced by the Group Affidavit of the governing body attached to this Resolution; and

WHEREAS, such resolution of certification shall be adopted by the local governing body no later than forty-five (45) days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6-5; and

WHEREAS, all members of the local governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated above and have subscribed to the Group Affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject members of the local governing body to the penalty provisions of R.S. 52:27BB-52:

A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Township of Ocean Sewerage Authority hereby states that it has complied with N.J.A.C. 5:30:6-5; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution with the Group Affidavit be forwarded to the Division of Local Government Services to show compliance with N.J.A.C. 5:30:6-5.

	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 August 6, 2019.

RALPH E. STUBBS, Secretary

STATE OF NEW JERSEY:

SS:

COUNTY OF MONMOUTH

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

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

2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Audit filed with the Executive Director pursuant to N.J.S.A. 40A:5-6 for fiscal year 2018.

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

Richard Bernhardt

Dennis Galvin

Ralph E. Stubbs

Charles Theodora, Jr.

John Villapiano

Sworn and subscribed to
before me this 6th day of
August 2019.

William E. Schmeling
A Notary Public of New Jersey

RESOLUTION 19 - 72

APPROVING CORRECTIVE ACTION PLAN FOR 2019

WHEREAS, the 2018 Annual Report of Audit has been received by the Commissioners of the Township of Ocean Sewerage Authority; and

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

WHEREAS, it is the desire of the Township of Ocean Sewerage Authority to implement a Corrective Action Plan in response to the recommendations contained in the 2015 Annual Report of Audit.

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

1. That the following Corrective Action Plan be implemented in order to comply with the recommendations listed below in the 2015 Annual Report of Audit:

A. Finding 2018 - 1: The Authority should adhere to the requirements of the LPCL. The Authority should also consider strengthening controls over the bidding process to ensure the timely bidding of necessary materials.

Corrective Action: Bids for materials and equipment are now scheduled at least two months in advance of the expiration date of existing contracts.

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

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						
Theodora						
Villapiano						

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on August 6, 2019.

RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT IN THE AMOUNT OF \$1,293,240.79 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 July 30, 2019 the Authority’s engineer has recommended payment in the amount of \$1,293,240.79 pursuant to its Payment Application No. 4.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$1,293,240.79 to Weeks Marine Inc. for the Ocean Outfall Replacement Project in accordance with Payment Application No. 4.

	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 August 6, 2019.

RALPH E. STUBBS, Secretary

AUTHORIZING PAYMENT IN THE AMOUNT OF \$287,331.10 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

WHEREAS, the Authority’s engineer by letter dated July 29, 2019 has recommended payment of Payment Certificate No. 7 in the amount of \$287,331.10.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$287,331.10 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction project in accordance with Payment Certificate No. 7.

	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 \$7,200.00 TO MIDATLANTIC ENGINEERING PARTNERS FOR OCEAN OUTFALL REPLACEMENT DIVE INSPECTIONS

WHEREAS, the Authority awarded a contract for dive inspections of its Ocean Outfall Replacement Project to MidAtlantic Engineering Partners ("MidAtlantic") in the amount of \$43,200.00 on May 7, 2019; and

WHEREAS, the MidAtlantic has requested payment for dive inspections performed according to the contract; and

WHEREAS, by letter dated July 31, 2019 the Authority's engineer has recommended payment in the amount of \$7,200.00 pursuant to its Payment Application No. 1.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$7,200.00 to MidAtlantic Engineering Partners for the Ocean Outfall Replacement dive inspections in accordance with Payment Application No. 1.

	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 August 6, 2019.

RALPH E. STUBBS, Secretary

