

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

Oakhurst, NJ

February 5, 2019

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: Galvin, Stubbs, Theodora, Villapiano  
Absent: Bernhardt  
Others: Attorney John Bonello, Executive Director Bill Schmeling,  
Operations Manager Edward Kwityn, Secretary Ruth Finn

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 and The Coaster in accordance with law.

The Executive Director announced that the Township Council reappointed Charles Theodora for another five-year term as a member of the Board of the Township of Ocean Sewerage Authority. Attorney John Bonello swore in Mr. Theodora for a term beginning February 1, 2019 and ending on January 31, 2024.

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

**ANNUAL REORGANIZATION SESSION**

Director Schmeling opened the Annual Reorganization Meeting and acted as Temporary Chairman.

He called for nominations for the office of Chairman. Mr. Theodora nominated Dennis Galvin for the office of Chairman. Mr. Stubbs seconded the nomination and all voted in favor of Mr. Galvin being appointed to the office of Chairman, with Mr. Galvin abstaining.

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

Mr. Villapiano nominated Mr. Stubbs for the office of Secretary/Treasurer. Mr. Theodora seconded the nomination and all voted in favor of Mr. Stubbs being appointed to the office of Secretary/Treasurer.

Mr. Villapiano nominated Mr. Theodora for the office of Assistant Secretary/Treasurer. Mr. Stubbs seconded the motion and all voted in favor of Mr. Theodora being appointed to the office of Assistant Secretary/Treasurer.

**CONSENT AGENDA**

Mr. Stubbs moved the approval of and the adoption of Resolutions 19- 7 through 19-18 as a Consent Agenda. Mr. Theodora seconded the adoption of the Consent Agenda.

**19 - 7**

**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

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**WHEREAS**, the Authority appointed John L. Bonello, Esq. has served as the Authority's General Counsel since September 1, 2009; and

**WHEREAS**, the Authority has benefited from Mr. Bonello's advice during the past years; and

**WHEREAS**, John L. Bonello, Esq. has completed and submitted a Business Entity Disclosure Certification certifying that he has not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract; 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 term of this contract is for one (1) year from February 1, 2019 to January 31, 2020; and

**WHEREAS**, the Authority's Purchasing Agent has determined and certified in writing that the value of the legal services will not exceed \$17,500; and

**WHEREAS**, the Authority's Executive Director has certified that funds are available for this contract under the legal line item (01-50-500-314).

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that

1. 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, 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. Notice of this appointment shall be published in the Authority's official newspaper within twenty (20) days of the appointment.

**19 - 8**

**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**, David A. Kaplan has provided auditing services to the Authority for several years either as a member of an auditing firm or on behalf of his own firm; and

**WHEREAS**, the Authority has benefited from Mr. Kaplan's expertise; and

**WHEREAS**, the term of this contract is for one (1) year from February 1, 2019 to January 31, 2020; and

**WHEREAS**, the Authority's Purchasing Agent has determined and certified in writing that the value of the auditing services will not exceed \$50,000; and

February 5, 2019

**WHEREAS**, the Authority's Executive Director has certified that funds are available for this contract under the accounting line item (01-50-500-315).

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

1. David A. Kaplan, CPA, RMA of the firm Wiss & Company, LLP is hereby appointed as Authority Auditor in accordance with the attached proposed contract for the period February 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 individual and his firm can best provide the appropriate auditing services required.

3. Notice of this appointment shall be published in the Authority's official newspaper within twenty (20) days of the appointment.

**19 - 9**

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO  
CME ASSOCIATES FOR ENGINEERING SERVICES**

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

**WHEREAS**, the Authority has dealt with several different engineering firms over the years on numerous projects; and

**WHEREAS**, the Authority has determined that Michael McClelland, PE of the firm CME Associates would best suit the needs of the Authority for engineering services in the upcoming past year; and

**WHEREAS**, the appointment is subject to CME Associates completing and submitting a Business Entity Disclosure Certification certifying that it has not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract; 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 term of this contract is for one (1) year from February 1, 2019 to January 31, 2020; and

**WHEREAS**, the Authority's Purchasing Agent has determined and certified in writing that the value of the engineering services will exceed \$17,500; and

**WHEREAS**, the Authority's Executive Director has certified that funds are available for this contract under the engineering line item (01-50-500-313).

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that

1. Michael McClelland, P.E. of the firm CME Associates is hereby appointed as Authority Engineer in accordance with the attached proposed contract for the period February 1, 2019 to January 31, 2020.

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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 services required.

3. Notice of this appointment shall be published in the Authority's official newspaper within twenty (20) days of the appointment.

**RESOLUTION 19 - 10  
AUTHORIZING PRE-QUALIFICATION OF CONSULTING ENGINEERING FIRMS IN A  
NON-PROCUREMENT ACTION FOR 2019**

**WHEREAS**, the Authority has dealt with several different engineering firms over the years on numerous projects; and

**WHEREAS**, the Authority has found the engineering pre-qualification process to be very beneficial to the operation of the Authority; and

**WHEREAS**, the appointment of the firms is subject to the firms completing and submitting a Business Entity Disclosure Certification certifying they have not made any reportable contributions to a political or candidate committee in the Township of Ocean during the previous year, and the contract will prohibit the making of any reportable contributions during the term of the contract.

**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 2019, which recognition does not guarantee a service agreement contract with the Authority:

CME Associates  
Greeley and Hansen  
Hazen and Sawyer  
Maser Consulting, PA  
Paulus, Sokolowski & Sartor (PS&S)  
R3M Engineering, Inc.  
T & M Associates  
H2M Engineering

**BE IT FURTHER RESOLVED** that public notice of this recognition of pre-qualification be published in the Authority's official newspaper.

**19 - 11  
AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO  
JOHN HALL, ESQ. OF HALL & ASSOCIATES FOR LEGAL SERVICES AS SPECIAL COUNSEL**

**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 is a recognized legal firm specializing in permitting issues, specifically with regard to ocean outfall 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, 2019 to January 31, 2020; and

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**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 under the legal line item (01-50-500-314).

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

1. John Hall, Esq. of the firm Hall & Associates is hereby appointed as Special Legal Counsel for the Authority in accordance with the attached proposed contract for the period February 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. Notice of this appointment shall be published in the Authority’s official newspaper within twenty (20) days of the appointment.

**19 - 12**

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO  
KERRY J. MORGAN OF THE FIRM DAVISON, EASTMAN & MUNOZ, P.A.  
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 Davison, Eastman & Munoz, P.A. is so recognized by the financial community; and

**WHEREAS**, Kerry J. Morgan provides bond counsel services for Davison, Eastman Munoz Lederman & Paone, P.A.; 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

**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. The law firm of Davison, Eastman & Munoz, P.A. 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 February 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,

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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.

**19 – 13**

**AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO  
BRUCE W. PADULA, ESQ. FOR LEGAL SERVICES AS SPECIAL LABOR COUNSEL**

**WHEREAS**, the Township of Ocean Sewerage Authority has a need to acquire legal services with regard to labor issues; and

**WHEREAS**, Bruce W. Padula of the law firm of Cleary Giacobbe Alfieri Jacobs is a recognized attorney specializing in labor issues; 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, 2019 to January 31, 2020; 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 under the legal line item (01-50-500-314).

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

1. Bruce W. Padula, Esq. is hereby appointed as Special Legal Counsel for the Authority at an hourly rate not to exceed \$175 for the period February 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. Notice of this appointment shall be published in the Authority's official newspaper within twenty (20) days of the appointment.

**19 - 14**

**CONFIRMING THE HIRING OF ANIELLE DURITZA**

**WHEREAS**, the Township of Ocean Sewerage Authority is desirous of hiring an intern to work for the Authority on its GIS system; and

**WHEREAS**, the Executive Director reviewed several resumes from college students interested in working for the Authority; and

**WHEREAS**, the Executive Director recommended the hiring of Anielle Duritza at the Authority's April 3, 2018 meeting; and

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**WHEREAS**, Anielle Duritza agreed to work for the Authority on an as-available basis; and

**WHEREAS**, the Board agreed to hire Anielle Duritza at the April 3, 2018 meeting but failed to adopt a resolution; and

**WHEREAS**, Anielle Duritza began working for the Authority on or about May 24, 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby confirms the hiring of Anielle Duritza on an as-available basis at a salary of \$13.00 per hour, which hiring shall continue in 2019 if Anielle Duritza desires to work for the Authority and the Authority has work for her.

**19 - 15**

**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, Regular Meetings of the Township of Ocean Sewerage Authority on the dates below shall take place at 6:30 pm, or as soon thereafter as possible at the Township of Ocean Sewerage Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the dates below:

- |                |                                   |
|----------------|-----------------------------------|
| March 5, 2019  | September 3, 2019                 |
| April 2, 2019  | October 8, 2019                   |
| May 7, 2019    | November 7, 2019                  |
| June 6, 2019   | December 3, 2019                  |
| July 2, 2019   | January 7, 2020                   |
| August 6, 2019 | February 4, 2020 (Reorganization) |

**AND BE IT FURTHER RESOLVED** that pursuant to the provision of the Open Public Meetings Act, Regular Meetings of the Township of Ocean Sewerage Authority on the dates below shall take place at 7:00 pm, or as soon thereafter as possible at the Township of Ocean Sewerage Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the dates below:

- |                |                    |
|----------------|--------------------|
| March 19, 2019 | September 17, 2019 |
| June 18, 2019  | December 17, 2019  |

**AND BE IT FURTHER RESOLVED** that official action is anticipated to take place at all Regular Meetings.

**19 - 16**

**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.

**19 - 17**

**AUTHORIZING ADOPTION OF CASH MANAGEMENT PLAN AND DESIGNATION OF AUTHORIZED DEPOSITORIES**

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**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 2019:

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 objectives of the Cash Management Plan:
  - a. Preservation of capital.
  - b. Adequate safekeeping of assets.
  - c. Maintenance of liquidity to meet operating needs.
  - d. Investment of assets in accordance with State and Federal laws and regulations.
3. 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. Notes, bonds or other obligations of the United States of America or obligations guaranteed by the United States of America 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.
  - 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, notes or other obligations, having a maturity date not exceeding three hundred ninety-seven (397) days, approved by the Division of Local Government Services for investments by local units (municipalities, counties and fire districts).
  - i. Bonds, notes or other obligations approved by the Division of Local Government Services for investments by local units (municipalities, counties and fire districts).
4. The Executive Director shall prepare monthly a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.
5. 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. Bank of New York Mellon
3. Bank of America
4. Amboy Bank
5. Investors Bank
6. Wells Fargo Bank



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**19 - 18**  
**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.

VOTE ON CONSENT ITEMS:

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

WORK SESSION

Executive Director's Report.

The Executive Director advised the members that he received a letter from a resident at 10 Jerome Smith Drive relative to an odor problem. The Director and the Plant Operations Manager both tried to contact him to learn more about his complaint, but were unsuccessful in reaching him. Mr. Kwityn went out to the site and found that the odor was due to ground water. The Director advised the resident about the finding.

Mr. Schmeling, Mr. Bonello and T&M associates met with Town Hall representatives relative to the Asbury Avenue and Longview pump stations. Consideration is being given to putting the pump stations within the existing footprint. T&M sent a proposal to make the changes and said they could accomplish that at a cost of \$7600.00. If it fits within the same footprint it would not be necessary to get approval of a site plan.

There was discussion about the thickening and hauling of sludge.

Director Schmeling reported that there is a meeting tomorrow about 608 West Park Avenue. There are presently two existing houses and the builder will be adding two more.

He also reported that Nobility Crest is adding a second phase to that development.

Attorneys Report. Mr. Bonello thanked the members for his reappointment. He said that he had nothing new to report,

Operations Manager Report. Mr. Kwityn had nothing to add to his report.

Mr. Schmeling provided a review of the resolutions on the agenda, and there was some discussion relative to the bill list.

BUSINESS SESSION

Resolution

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

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**RESOLUTION 19 - 19  
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	\$ 545,439.77
REVIEW and INSPECTION	1,738.25
RENEWAL and REPLACEMENT	25,375.80
EIT and CONSTRUCTION	84,722.26
PAYROLL ACCOUNT	<u>112,715.82</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$769,991.90</b>

**BILL LIST SUMMARY**

Meeting Date February 5, 2019

<b>General Fund Vouchers</b>	<b>\$545,439.77</b>	
Bill List Total	\$594,852.39	
Add: PO 18-00607 (Solutionwerks)		\$664.33
Add: PO 18-00676 (JCP&L)		\$30,490.56
Add: PO 19-00017 (Towne Hardware)		\$4.99
Add: PO 19-00018 (FP Mailing)		\$84.00
Add: PO 19-00022 (Bradley Car Care)		\$23.52
Add: PO 19-00035 (NJ WEA)		\$36.00
Add: PO 19-00048 (Pendergast Safety)		\$318.37
Add: PO 19-00088 (JCP&L)		\$3,340.42
Add: EIT00607 (DeMaio Electrical)		\$27,461.50
<b>Payroll</b>	<b>\$112,715.82</b>	
Transfer for 1/11 payroll		\$53,306.11
Transfer for 1/25 payroll		\$59,409.71
<b>Construction</b>	<b>\$84,722.26</b>	
2013 EIT Project	\$273.25	
CME Associates		\$273.25
2015 EIT Project	\$39,263.10	
Maser Consulting		\$9,315.35
DeMaio Electrical Co., Inc.		\$27,461.50
Davison Eastman Munoz Lederman		\$2,486.25
2017 EIT Project		
Davison Eastman Munoz Lederman		\$4,286.25

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Ocean Outfall Repair	\$20,374.04	
Hazen and Sawyer		\$20,374.04
Weeks Marine Inc.		
Odor Control System	\$20,525.62	
BioAir Solutions		\$20,525.62
<b>Renewal &amp; Replacement</b>	<b>\$25,375.80</b>	
Solutionwerks Inc.		\$25,375.80
<b>Review &amp; Inspection</b>	<b>\$1,738.25</b>	
CME Associates	\$1,173.00	
Nobility Crest - Phase II		\$1,085.50
Park Avenue Tennis Center		\$87.50
608 West Park Ave Subdivision		
T & M Associates	\$565.25	
Enclave at Ocean		\$565.25
<b>TOTAL BILL LIST AMOUNT</b>	<b>\$769,991.90</b>	

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

CONSENT AGENDA

Mr. Villapiano moved the approval of the Minutes of December 5, 2018 and January 8, 2019 the Operation Managers Report and the adoption of Resolutions 19-20 through 19-26 as a Consent Agenda. Mr. Theodora seconded the adoption of the Consent Agenda.

- a. Approval of Minutes of December 5 2018 and January 8 2019 regular meetings.
- b. Motion to receive and file Operation Manager's Report.

A copy of the Operations Manager Report for the month of February 2019 was received, a copy of which follows.

Operations Managers Report  
February 2019

Plant:

Met with Moyno-pump rep. to discuss our pumping issues, pumping out of the thickener. After looking at several different styles at other faculties, and what our needs are. I am recommending buying a Moyno-pump.

New sludge loading pipe will be installed in the upcoming weeks.

Floor drain system in Roto-Drum room will be upgraded in the upcoming weeks.

Solutions Werks will be here February 19 and 20 for PSA evaluation and maintenance work

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We had minor issues due the extreme cold snaps.

Atlas-Copco will be in February to service the PSA air compressors.

Bar screen repairs now completed

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New PSA Cooling Tower pump was installed.

Operations:

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DEP inspection February 13-15.

Lucity was on site in January and will be back in February. We were shown how to use the program.

Harry Smith will be here on February 21 to give certified Confined Space and Lock Out / Tag Out training.

Operations Manager will be going to JIF Safety Coordinator training February 12.

2 Collection Operators went to Collection System seminar given by NJWEA.

Collections:

Jetted all bad areas around town.

Cleaned all pump stations.

Found a low-lying manhole in the Rolling Meadows Development, it is taking in a lot of rainwater. We are purchasing a couple of manhole inserts to stop this issue. This might be something we might want to look at for other areas.

1106 Grassmere lateral was repaired.

North Edgemere and Palmer mains were replaced along with the lateral at 537 North Edgemere.

Operations Manager Edward Kwityn

There was some discussion about an appropriate method by which to keep track of the classes and training that employees have taken and when each employee has to take new classes/be recertified. Mr. Kwityn was asked to implement a system to accomplish this.

#### Consent Agenda

Mr. Villapiano moved the adoption of Resolutions 19-20 through 19-26 as a Consent Agenda. Mr. Theodora seconded the adoption of the Consent Agenda.

#### **19 - 20**

#### **AUTHORIZING REFUND ON ACCOUNT NUMBER 4125-0**

**WHEREAS**, David and Lauri Dorfman are the owners of 1705 Bellmore Avenue in the Township of Ocean (account number 4125-0) (the "Property"); and

**WHEREAS**, by Resolution 17-28, dated February 7, 2017, the annual service charges for the Property were removed until a permanent or temporary Certificate of Occupancy was obtained because the structure on the Property was being demolished; and

**WHEREAS**, the structure on the Property has not received a permanent or temporary Certificate of Occupancy; and

**WHEREAS**, the owners paid the 2018 annual service charges in the amount of \$460.00.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes a refund of \$460.00 to David and Lauri Dorfman.

#### **19 - 21**

#### **AUTHORIZING PAYMENT TO BIOAIR SOLUTIONS, LLC FOR BIOLOGICAL ODOR CONTROL SYSTEM PROJECT**

February 5, 2019

**WHEREAS**, the Authority awarded a contract for a biological odor control system (the "Project") to BioAir Solutions, LLC ("BioAir") in the amount of \$461,250 on March 6, 2018; and

**WHEREAS**, BioAir has installed and started up the biological odor control system (the "System"), and provided the Authority with O&M manuals for the System; and

**WHEREAS**, BioAir has provided the Authority with documentation supporting the performance goals set forth in the bid documents; and

**WHEREAS**, BioAir has requested final payment under the contract award in the amount of \$11,531.25; and

**WHEREAS**, BioAir has requested the release of retainage in the amount of \$8,994.37.

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$11,531.25 to BioAir Solutions, LLC for the biological odor control system Project in accordance with the final payment request; and

**BE IT FURTHER RESOLVED** that the Township of Ocean Sewerage Authority hereby releases retainage in the amount of \$8,994.34 to BioAir Solutions, LLC.

**19 - 22**

**AUTHORIZING INTERLOCAL AGREEMENT WITH THE  
BOROUGH OF DEAL FOR JET-VAC AND TV TRUCK SERVICES**

**WHEREAS**, the Authority and the Borough of Deal ("Deal") entered into an Interlocal Agreement in 2011 for the Authority to provide Deal with jet-vac and TV truck services; and

**WHEREAS**, the Interlocal Agreement expired on December 31, 2018; and

**WHEREAS**, the Authority and Deal are desirous of entering into a new Interlocal Agreement for Jet-vac and TV truck services.

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby approves entering into an Interlocal Agreement with the Borough of Deal for Jet-vac and TV truck services in the form attached hereto; and

**BE IT FURTHER RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes the Chairman, Executive Director and Secretary to execute the required documents for the Interlocal Agreement.

**19 - 23**

**AUTHORIZING INTERLOCAL AGREEMENT WITH THE  
BOROUGH OF INTERLAKEN FOR JET-VAC AND TV TRUCK SERVICES**

**WHEREAS**, the Authority has provided the Borough of Interlaken ("Interlaken") with jet-vac and TV truck services on an informal basis for several years; and

**WHEREAS**, the Authority and Interlaken are desirous of entering into an Interlocal Agreement for Jet-vac and TV truck services.

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby approves entering into an Interlocal Agreement with the Borough of Interlaken for Jet-vac and TV truck services in the form attached hereto; and

**BE IT FURTHER RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes the Chairman, Executive Director and Secretary to execute the required documents for the Interlocal Agreement.

February 5, 2019

**19 - 24**  
**AUTHORIZING REFUND ON ACCOUNT NUMBER 18916-0**

**WHEREAS**, Monmouth Property, LLC was the owner of 246 Monmouth Road in the Township of Ocean (account number 18916-0) (the "Property"); and

**WHEREAS**, on December 11, 2018 Monmouth Property, LLC sold the Property to Shriqui Realty, LLC; and

**WHEREAS**, on the date of the sale the 2018 usage adjustment had not been calculated; and

**WHEREAS**, the 2018 usage adjustment resulted in a credit of \$1,291.30; and

**WHEREAS**, Monmouth Property, LLC is entitled to 94.25% of the credit due to its ownership of the Property for 344 days in 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes a refund of \$1,217.05 to Monmouth Property, LLC on account number 18916-0.

**19 - 25**  
**AUTHORIZING ADJUSTMENT TO ACCOUNT**  
**NUMBER 18633-0**

**WHEREAS**, the property located at 1205 Highway 35 is identified as sewer account number 18633-0, which is billed for three (3) units; and

**WHEREAS**, the 2018 water reading use for account number 18769-0 was 783,000 gallons; and

**WHEREAS**, usage for 2015, 2016 and 2017 were 635,000 gallons, 611,000 gallons and 611,000 gallons as adjusted respectively.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18633-0 be adjusted to 611,000 gallons for 2018 resulting in an excess usage charge of \$0.00, and 2019 quarterly bills of \$962.33.

**19 - 26**  
**AUTHORIZING PAYMENT IN THE AMOUNT OF \$27,461.50 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 has recommended payment in the amount of \$27,461.50 pursuant to its Payment Certificate No. 1.

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$27,461.50 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction project in accordance with Payment Certificate No. 1.

VOTE ON CONSENT ITEMS:

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

February 5, 2019

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Stubbs 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  
Potential litigation

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.

Action may be taken after the Closed Meeting.

Roll Call: Galvin, Stubbs, Theodora, 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 E. STUBBS  
Secretary