

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
**REGULAR MEETING**  
**May 5, 2015**

1. Meeting called to Order
2. Pledge of Allegiance
3. Roll Call - Bernhardt, Galvin, Stubbs, Theodora, Villapiano
4. Let the minutes show that this meeting is being held in accordance with the requirements of the Open Public Meetings Act of 1975 and that adequate notice has been duly posted where required and mailed to its service communities on February 7, 2015 and published in the Asbury Park Press and the New Coaster on February 12, 2015. The minutes of this meeting will be available after Board approval at a subsequent meeting.
5. **Presentation of 2014 Audit**
  - a. Board comments
  - b. Public comment

**WORK SESSION**

6. Executive Director's Report
7. Attorney's Report
8. Engineer's Report
9. Plant Superintendent's Report
10. Review of resolutions on business session agenda

**BUSINESS SESSION**

11. Approval of minutes of April 7, 2015 meeting
12. Motion to receive and file Plant Superintendent's Report
13. Communications
14. Review of Bill List
  - a. Board comments
  - b. Public comment
15. Public Comment on agenda resolutions
16. Resolution 15-47: Bill List
17. Resolution 15-48: Authorizing payment in the amount of \$118,748.62 to Electro Maintenance Inc. for Pump Station Communications Project

18. Resolution 15-49: Authorizing adjustment to account number 18682-0]0
19. Resolution 15-50: Authorizing refund in the amount of \$598.50 for account number 18765-0
20. Resolution 15-51: Authorizing fixed sewer charges for account numbers 19508-0, 19520-0, 19549-0 and 19550-0
21. Resolution 15-52: Authorizing cancellation of contract with KRS Services Inc. for Main Pump Station VFD Replacement Project, execution of release and payment in the amount of \$46,865.99
22. Resolution 15-53: Corrective Action Plan for 2015
23. Public Comment
24. Comments by Authority Members
25. Closed Session, if necessary
26. Adjournment

## RESOLUTION 15 - 47

### 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 print-out of the list of bills will be on file in the Purchasing Agent's Office.

CURRENT FUND	\$ 231,523.57
REVIEW and INSPECTION	2,049.25
EIT and CONSTRUCTION	121,597.12
RENEW and REPLACEMENT	
	<hr/>
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 355,169.94</b>

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						x
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 May 5, 2015.

---

RALPH E. STUBBS, Secretary

## BILL LIST SUMMARY

Meeting Date May 5, 2015

<b>General Fund Vouchers</b>	<b>\$231,523.57</b>	
Bill List Total	\$397,176.58	
Add: PO 15-00228 (Towne Hardware)		\$80.91
Add: PO 15-00229 (Rich Roman)		\$351.20
Add: PO 15-00230 (NJ Dept of Treasury)		\$1,915.00
Add: PO 15-00232 (Cooperative)		\$1,433.33
Add: PO 15-00233 (Manna & Bonello)		\$913.50
Add: PO 15-00234 (Verizon)		\$165.41
Less: PO 15-00225 (KRS Services)		-\$46,865.99
 <b>Construction</b>	 <b>\$118,748.62</b>	
Bridge O-11	\$0.00	
Maser Consulting		
PS Communications Project	\$118,748.62	
Electro Maintenance Inc.		\$118,748.62
 <b>EIT Traditional</b>	 <b>\$2,848.50</b>	
2013 Project	\$2,341.00	
CME Associates		\$2,341.00
2015 Project	\$507.50	
Maser Consulting		\$507.50
 <b>Renewal &amp; Replacement</b>	 <b>\$0.00</b>	
 <b>Review &amp; Inspection</b>	 <b>\$2,049.25</b>	
Oakhurst Country Day Estates	\$0.00	
CME Associates		\$0.00
Heritage Village @ Oakhurst	\$160.00	
T&M Associates		\$160.00
Wegmans Expansion	\$840.00	
T&M Associates		\$840.00
Taco Bell	\$1,049.25	
T&M Associates		\$1,049.25
 <b>TOTAL BILL LIST AMOUNT</b>	 <b>\$355,169.94</b>	

P.O. Id	Vendor Name	Item Description	Amount
15-00205	DELTA DENTAL PLAN OF NJ	MAY DENTAL INSURANCE PREMIUMS	\$2,169.66
15-00217	STATE OF NJ DEPT.OF TREAS.DIV.	APRIL ACTIVE EMPLOYEES HEALTH	\$18,411.58
15-00217	STATE OF NJ DEPT.OF TREAS.DIV.	MAY RETIRED EMPLOYEES HEALTH	\$17,270.14
15-00211	TOWNSHIP OF OCEAN	MARCH GROUP LIFE INS PREMIUMS	\$62.40
15-00189	SPECTROTEL	INTERNET ACCESS	\$126.70
15-00180	PITNEY BOWES INC	DM200L - US LIVE	\$90.00
15-00192	PITNEY BOWES INC	DM200L RENTAL	\$90.00
15-00223	BRUCE OLSEN	APRIL TRAVEL TO ELECTRICAL	\$73.92
15-00201	NEW JERSEY NATURAL GAS CO	ADMINISTRATION BUILDING	\$138.59
15-00202	DIRECT ENERGY BUSINESS	ADMINISTRATION BUILDING	\$116.36
15-00181	GARDEN ST FIRE & SECURITY	SERVICE CONTRACT FOR ALARMS	\$161.40
15-00210	OCEANSIDE SERVICE INC.	SPRING A/C SERVICE	\$0.00
15-00210	OCEANSIDE SERVICE INC.	A/C SERVICE - THREE UNITS	\$310.00
15-00210	OCEANSIDE SERVICE INC.	14 x 30 x 1 FILTER	\$16.73
15-00210	OCEANSIDE SERVICE INC.	15 x 20 x 1 FILTER	\$16.37
15-00210	OCEANSIDE SERVICE INC.	16 x 25 x 1 FILTER	\$14.25
15-00155	STAPLES ADVANTAGE	CASSETTE PLAYER RECORDER	\$78.00
15-00155	STAPLES ADVANTAGE	7 PK 90 MIN AUDIO TAPES	\$7.99
15-00155	STAPLES ADVANTAGE	SHARPIE MARKER FINE BLK 5 PK	\$6.39
15-00207	WILLIAM E SCHMELING	REIMBURSE FOR VACUUM CLEANER	\$99.99
15-00142	T & M ASSOCIATES	VFD CONSTRUCTION ADMIN	\$1,029.00
15-00143	T & M ASSOCIATES	FEBRUARY 2015 MEETING ATTEND	\$1,000.00
15-00143	T & M ASSOCIATES	MARCH 2015 MEETING ATTEND	\$1,000.00
15-00163	T & M ASSOCIATES	GIS MEETING AND FOLLOW-UP	\$1,750.00
15-00163	T & M ASSOCIATES	VFD CONSTRUCTION ADMINISTRATIO	\$945.00
15-00221	VAN CLEEF ENGINEERING ASSOC	FORCE MAIN LOCATION PROJECT	\$3,194.00
15-00130	WISS & COMPANY, LLP	PREPARATION OF 2014 AUDIT	\$28,800.00
15-00001	NEW JERSEY UTILITIES AUTHORITY	SECOND INSTALLMENT 2015	\$65,447.05
15-00001	NEW JERSEY UTILITIES AUTHORITY	ADJUSTMENT TO MATCH BILL	-\$0.01
15-00001	NEW JERSEY UTILITIES AUTHORITY	EPL ATTENDANCE CREDIT	-\$265.96
15-00190	VaultLogix	MARCH COMPUTER BACKUP	\$20.00
15-00193	WATCHUNG COFFEE SERVICE	DELIVERY FEE	\$4.99
15-00193	WATCHUNG COFFEE SERVICE	POLAND SPRING WATER	\$49.95
15-00193	WATCHUNG COFFEE SERVICE	100% COLUMBN COFFEE	\$35.49
15-00193	WATCHUNG COFFEE SERVICE	DEP/RET DIFFERENCE	\$20.00
15-00194	ADP INC	PAYROLL PERIOD ENDING 4/11	\$182.75
15-00194	ADP INC	CHECKVIEW MONTHLY FEE	\$15.00
15-00194	ADP INC	PAYROLL PERIOD ENDING 4/25	\$207.05
15-00207	WILLIAM E SCHMELING	REIMBURSE FOR ANNUAL REPORT	\$25.00
15-00211	TOWNSHIP OF OCEAN	MARCH IT/EDMUNDS SUPPORT	\$63.96
15-00213	AMBASSADOR MEDICAL SERVICE	RANDOM DRUG TEST - DOT	\$54.00
15-00213	AMBASSADOR MEDICAL SERVICE	RANDOM DRUG TEST - NON-DOT	\$54.00
15-00214	WASTE MANAGEMENT OF NJ	MAY PAPER RECYCLING	\$83.19
15-00227	STAPLES CREDIT PLAN	RENUZIT VANILLA AIR FRESHNER	\$1.26
15-00187	CINTAS CORPORATION #062	4/8 INVOICE	\$139.31
15-00187	CINTAS CORPORATION #062	4/15 INVOICE	\$139.31
15-00187	CINTAS CORPORATION #062	4/22 INVOICE	\$139.31
15-00187	CINTAS CORPORATION #062	4/29 INVOICE	\$139.31
15-00162	ONE CALL CONCEPTS, INC	MARCH REGULAR LOCATES	\$204.60
15-00162	ONE CALL CONCEPTS, INC	MARCH VOICE TICKETS	\$2.50
15-00162	ONE CALL CONCEPTS, INC	FEBRUARY BILLING ADJUSTMENT	\$1.96
15-00227	STAPLES CREDIT PLAN	BROTHER TN 420 TONER	\$43.46
15-00200	PILOT ELECTRIC CO INC	40hp DEMING PROCESS WATER PUMP	\$8,788.00
15-00156	DYNA SYSTEMS	CLAMP ALL STAINLESS HOSE	\$13.90
15-00156	DYNA SYSTEMS	NUT SS FIN HEX USS-DY10123100	\$26.37
15-00156	DYNA SYSTEMS	NUT SS FIN HEX USS-DY10122100	\$14.25
15-00156	DYNA SYSTEMS	WASHER SPLIT LOCK-DY03482500	\$4.88
15-00156	DYNA SYSTEMS	NUT GR8 HEX USS USA/CAN MADE	\$13.06
15-00156	DYNA SYSTEMS	NUT GR8 HEX USS USA/CAN MADE	\$18.66
15-00156	DYNA SYSTEMS	WASHER SPLIT LOCK-DY03482100	\$5.76
15-00156	DYNA SYSTEMS	CRIMP & SHRINK RING TERMINAL	\$22.77
15-00156	DYNA SYSTEMS	CRIMP & SHRINK RING TERMINAL	\$22.25
15-00156	DYNA SYSTEMS	CRIMP & SHRINK BUTT CONNECTOR	\$28.61
15-00156	DYNA SYSTEMS	CRIMP & SHRINK FULLY INSULATED	\$25.85
15-00156	DYNA SYSTEMS	CRYOBIT W/NO FLATS-DYL80601064	\$14.54
15-00156	DYNA SYSTEMS	CRYOBIT W/FLATS-DY80601464	\$21.14
15-00156	DYNA SYSTEMS	CRYOBIT W/FLATS-DY80601664	\$24.64
15-00156	DYNA SYSTEMS	CRYOBIT W/FLATS-DY80601864	\$51.11
15-00156	DYNA SYSTEMS	CRYOBIT W/NO FLATS-DY80600764	\$26.35
15-00156	DYNA SYSTEMS	CRYOBIT W/FLATS-DY80602864	\$56.09
15-00156	DYNA SYSTEMS	CRYOBIT W/FLATS-DY80603064	\$59.90
15-00156	DYNA SYSTEMS	SHIPPING	\$29.60
15-00179	SEABOARD WELDING SUPPLY INC	MARCH CYLINDER RENTAL	\$28.75
15-00179	SEABOARD WELDING SUPPLY INC	MARCH PROPANE RENTAL	\$5.75
15-00179	SEABOARD WELDING SUPPLY INC	MARCH RARE GAS CYLINDER RENTAL	\$7.00



15-00185	SIPERSTEIN PAINT	ROLLER	\$9.90
15-00185	SIPERSTEIN PAINT	SAFETY YELLOW VOC G	\$48.35
15-00226	BRIAN LEFFERSON LANDSCAPING	SPRING CLEAN UP	\$500.00
15-00226	BRIAN LEFFERSON LANDSCAPING	LAWN CUTTING ON 4/21 and 4/27	\$290.00
15-00227	STAPLES CREDIT PLAN	PAPERMATE FLAIR PEN	\$2.90
15-00176	MIRACLE CHEMICAL CO	DELIVERY ON APRIL 2nd	\$4,416.10
15-00062	POLYDYNE INC	CLARIFOC NE-1859	\$4,922.00
15-00182	INSTRUMENTATION TECHNOLOGY	SCADA SYSTEM SERVICE ON 4/1	\$700.00
15-00183	POLAR AIR OF NJ INC.	INSTALL ONE TRANE 6.0 TON	\$5,650.00
15-00219	ELECTRO MAINTENANCE INC	SERVICE CALL TO INSPECT VFD	\$210.00
15-00206	ZEP MFG CO	ZEP DEO-3 55 GALLON DRUM	\$1,496.00
15-00206	ZEP MFG CO	SHIPPING	\$58.90
15-00201	NEW JERSEY NATURAL GAS CO	CONTROL BUILDING	\$259.22
15-00201	NEW JERSEY NATURAL GAS CO	MAIN PUMP BUILDING	\$338.93
15-00201	NEW JERSEY NATURAL GAS CO	LAB and GARAGE	\$172.13
15-00201	NEW JERSEY NATURAL GAS CO	SLUDGE BUILDING	\$125.07
15-00202	DIRECT ENERGY BUSINESS	CONTROL BUILDING	\$10.53
15-00202	DIRECT ENERGY BUSINESS	MAIN PUMP BUILDING	\$321.55
15-00202	DIRECT ENERGY BUSINESS	SLUDGE BUILDING	\$102.49
15-00202	DIRECT ENERGY BUSINESS	LAB and GARAGE	\$150.68
15-00184	NEW JERSEY AMERICAN WATER CO	224 ROOSEVELT AVENUE	\$862.74
15-00177	ACCURATE WASTE REMOVAL	MARCH SLUDGE DISPOSAL	\$35,672.00
15-00020	CERTIFIED LABORATORIES	APRIL 2015	\$274.08
15-00211	TOWNSHIP OF OCEAN	MARCH GASOLINE USAGE	\$417.91
15-00160	HACH CHEMICAL COMPANY	SENSOR CAP REPLACEMENT, LBOD	\$105.84
15-00160	HACH CHEMICAL COMPANY	DILUTION WATER, BFR 99ML PK/25	\$223.24
15-00160	HACH CHEMICAL COMPANY	BUFFER SOLN, RED PH4.01 500ML	\$67.32
15-00227	STAPLES CREDIT PLAN	HP 56 BLACK INK CARTRIDGE	\$25.21
15-00173	QC LABORATORIES	SAMPLES RECEIVED 2/19	\$60.00
15-00173	QC LABORATORIES	SAMPLES RECEIVED 3/05	\$122.30
15-00173	QC LABORATORIES	SAMPLES RECEIVED 3/13	\$53.00
15-00173	QC LABORATORIES	SAMPLES RECEIVED 3/19	\$60.00
15-00173	QC LABORATORIES	SLUDGE COMPOSITE TABLE I	\$104.40
15-00201	NEW JERSEY NATURAL GAS CO	ROLLING MEADOWS PUMP STATION	\$25.00
15-00201	NEW JERSEY NATURAL GAS CO	CEDAR VILLAGE PUMP STATION	\$25.00
15-00202	DIRECT ENERGY BUSINESS	ROLLING MEADOWS PUMP STATION	\$0.56
15-00202	DIRECT ENERGY BUSINESS	CEDAR VILLAGE PUMP STATION	\$0.61
15-00184	NEW JERSEY AMERICAN WATER CO	N ROLLING MEADOWS BLVD PUMPSTA	\$108.54
15-00184	NEW JERSEY AMERICAN WATER CO	MAIN STREET	\$33.92
15-00184	NEW JERSEY AMERICAN WATER CO	GREEN GROVE RD CORNER	\$13.57
15-00184	NEW JERSEY AMERICAN WATER CO	LINCOLN DRIVE	\$13.57
15-00211	TOWNSHIP OF OCEAN	MARCH GASOLINE USAGE	\$364.03
15-00167	GRAINGER WW INC	CORD ORGANIZER, 12 5/8 DIA YEL	\$35.32
15-00167	GRAINGER WW INC	CORD REEL, 150' 16/3 BLACK	\$18.03
15-00167	GRAINGER WW INC	INTERLOCKING SPRING SNAP BOLT	\$10.72
15-00186	EAGLE EQUIPMENT INC	FILTER ELEMENT	\$142.50
15-00186	EAGLE EQUIPMENT INC	HYDRA FILT/SPINON SAME624-0009	\$18.57
15-00186	EAGLE EQUIPMENT INC	HYD. FILTER FOR 622-0102	\$158.42
15-00186	EAGLE EQUIPMENT INC	662-0205 1" HI-PRESS BALL VLV	\$358.00
15-00186	EAGLE EQUIPMENT INC	HOSE REEL CONTROL VALVE	\$451.41
15-00186	EAGLE EQUIPMENT INC	HYDRAULIC OIL	\$419.30
15-00186	EAGLE EQUIPMENT INC	3/4" 2-WIRE HYDRAULIC HOSE P/F	\$9.64
15-00186	EAGLE EQUIPMENT INC	1 1/16 JIC FEM SWIVL 12G-12FJX	\$29.60
15-00186	EAGLE EQUIPMENT INC	3/8ID x 1/20D CLR TUBE	\$1.18
15-00186	EAGLE EQUIPMENT INC	623-0228 1/8" MINI NEEDLE VALV	\$93.72
15-00186	EAGLE EQUIPMENT INC	1/2" 90 DEG ELBOW SWIVEL	\$148.50
15-00186	EAGLE EQUIPMENT INC	1/2 x 1/2 STEEL HP HEX NIPPLE	\$3.50
15-00186	EAGLE EQUIPMENT INC	LABOR	\$2,071.00
15-00186	EAGLE EQUIPMENT INC	SHOP SUPPLIES	\$12.95
15-00203	NAPA AUTO PARTS	TRICO EXACT FIT	\$19.98
15-00204	MONMOUTH TRUCK EQUIPMENT	4" AMBER LIGHT W/RUBBER GROMET	\$12.00
15-00220	EAGLE EQUIPMENT INC	FREIGHT FOR TRANSPORT RETURN	\$28.17
15-00222	UPS	FUTURE DAY PICKUP - PHONE REQ	\$5.96
15-00211	TOWNSHIP OF OCEAN	MARCH DIESEL USAGE	\$138.55
15-00218	EVOQUA WATER TECHNOLOGIES LLC	CEDAR VILLAGE PUMP STATION	\$576.00
15-00218	EVOQUA WATER TECHNOLOGIES LLC	ASBURY AVENUE PUMP STATION	\$965.60
15-00218	EVOQUA WATER TECHNOLOGIES LLC	GREEN GROVE PUMP STATION	\$2,304.00
15-00218	EVOQUA WATER TECHNOLOGIES LLC	LONGVIEW PUMP STATION	\$768.00
15-00218	EVOQUA WATER TECHNOLOGIES LLC	ROLLING MEADOW PUMP STATION	\$1,356.80
RI000332	T & M ASSOCIATES	HERITAGE VILLAGE @ OAKHURST	\$160.00
RI000332	T & M ASSOCIATES	TACO BELL DRIVE THRU	\$125.25
RI000332	T & M ASSOCIATES	WEGMANS EXPANSION	\$64.00
RI000338	T & M ASSOCIATES	TACO BELL DRIVE THRU - APP 178	\$924.00
RI000338	T & M ASSOCIATES	WEGMANS EXPANSION	\$756.00
15-00225	KRS SERVICES INC.	MAIN PUMP BLDG VFD REPLACEMENT	\$46,865.99
15-00141	T & M ASSOCIATES	OCEAN OUTFALL WYE REPLMT CONST	\$979.00

15-00141	T & M ASSOCIATES	OCEAN OUTFALL DIFFUSER PIPELIN	\$1,434.00
15-00164	T & M ASSOCIATES	OCEAN OUTFALL WYE REPLACEMENT	\$1,137.50
15-00164	T & M ASSOCIATES	OCEAN OUTFALL DIFFUSER PIPELIN	\$612.50
15-00227	STAPLES CREDIT PLAN	OFFICE HOME & BUSINESS PROGRAM	\$212.53
15-00224	RAYMOUR & FLANIGAN FURNITURE	REFUND CREDIT BALANCE ON	\$598.50
EIT00424	ELECTRO MAINTENANCE INC	PAYMENT REQUEST NUMBER 4	\$121,172.06
EIT00424	ELECTRO MAINTENANCE INC	2% RETAINAGE	-\$2,423.44
EIT00421	CME ASSOCIATES	2013 NJEIT COLLECTION SYSTEM	\$1,761.00
EIT00425	CME ASSOCIATES	2013 NJEIT COLLECTION SYSTEM	\$580.00
EIT00422	MASER CONSULTING P.A.	INTERLAKEN PS RECONSTRUCTION	\$42.50
EIT00423	MASER CONSULTING P.A.	INTERLAKEN PUMP STATION	\$465.00

**AUTHORIZING PAYMENT IN THE AMOUNT OF  
\$118,748.62 TO ELECTRO MAINTENANCE INC. FOR  
PUMP STATION COMMUNICATIONS PROJECT**

**WHEREAS**, the Township of Ocean Sewerage Authority awarded a contract to Electro Maintenance Inc (“EMI”) in the amount of \$324,865.00 for the Pump Station Communication Project (the “Contract”); and

**WHEREAS**, the Authority authorized an amendment to the Contract in the amount of \$7,100.00 for the installation of an antenna at the Interlaken Pump Station; and

**WHEREAS**, the Authority authorized Change Order No. 1 to the Contract in the amount of \$48,225.00 for the installation of aboveground controls at certain pump stations; and

**WHEREAS**, EMI has performed certain work and procured certain material which is stored on site for the work; and

**WHEREAS**, EMI has submitted a request for payment in the amount of \$124,160.88; and

**WHEREAS**, the Authority staff have reviewed the work completed and the material stored on site and recommend payment in the amount of \$121,172.06, less retainage, to Electro Maintenance Inc.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$118,748.62 to Electro Maintenance Inc. for the Pump Station Communications Project.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						x
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 May 5, 2015.

\_\_\_\_\_  
RALPH E. STUBBS, Secretary



**RESOLUTION 15 - 49**

**AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18682-0**

**WHEREAS**, the 2014 water reading for property located at 731 Highway 35, sewer account number 18682-0, was 946,000 gallons; and

**WHEREAS**, the account serves eight individual units at the property; and

**WHEREAS**, only a single water meter serves all eight units; and

**WHEREAS**, the property has a sprinkler system and the owner provided the Authority with monthly water usage bills showing average usage outside the summer months of 54,500 gallons.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes that the bill be adjusted to show eight (8) units; and

**BE IT FURTHER RESOLVED** that the 2014 usage adjustment be amended to \$441.00; and

**BE IT FURTHER RESOLVED** that the 2015 bill be amended to \$4,121.00, payable in quarterly installments of \$1,030.05; and

**BE IT FURTHER RESOLVED** that interest will be waived if the 2015 first quarter balance due of \$1,471.05 is paid on or before May 31, 2015.

	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 May 5, 2015.

\_\_\_\_\_  
RALPH E. STUBBS, Secretary

**AUTHORIZING REFUND IN THE AMOUNT OF  
\$598.50 FOR ACCOUNT NUMBER 18765-0**

**WHEREAS**, Raymour & Flanigan is the account holder for account number 18765-0; and

**WHEREAS**, account number 18765-0 will have a credit balance of \$598.50 after the payment of all billed 2015 sewer charges; and

**WHEREAS**, Raymour & Flanigan has requested a refund of the \$598.50.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$598.50 to Raymour & Flanigan representing the credit balance on account number 18765-0.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						x
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 May 5, 2015.

\_\_\_\_\_  
RALPH E. STUBBS, Secretary

**AUTHORIZING FIXED SEWER CHARGES FOR  
ACCOUNT NUMBERS 19508-0, 19520-0, 19549-0 AND  
19550-0**

**WHEREAS**, the fire departments operating in the Township of Ocean pay sewer charges to the Authority; and

**WHEREAS**, a portion of the water usage for fire departments is for washing trucks and other equipment, which water does not enter the Authority's collection system; and

**WHEREAS**, the Authority has reviewed water usage by the fire departments over the last eight years; and

**WHEREAS**, the fire departments provide an important benefit to the residents of the Township of Ocean and the Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that account 19508-0 be billed annually for two (2) units, and accounts 19520-0, 19549-0 and 19550-0 be billed annually for one (1) unit each; and

**BE IT FURTHER RESOLVED** that accounts 19508-0, 19520-0, 19549-0 and 19550-0 not be adjusted annually for water usage.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt						
Galvin						
Stubbs						x
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 May 5, 2015.

\_\_\_\_\_  
RALPH E. STUBBS, Secretary

## **RESOLUTION 15 - 53**

### **APPROVING CORRECTIVE ACTION PLAN FOR 2015**

**WHEREAS**, the 2014 Annual Report of Audit has been received by the Members 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 2014 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 2013 Annual Report of Audit:

A. Finding 2014 - 1: It is recommended that customer accounts receivable reports be accurate and properly segregate each customer class.

Corrective Action: Billing and deposits are handled through an Interlocal Agreement with the Township of Ocean, and the Executive Director has scheduled a meeting with the Township's Finance Director to revise customer accounts receivable line items to better reflect revenues and receivables.

B. Finding 2014 - 2: It is recommended that Chapter 78 health insurance payroll deductions be made accurately.

Corrective Action: The Health Benefit Contribution Schedule used by the Executive Director was missing a line for individual coverage between \$85,000 - \$94,999 affecting one individual and the Executive Director will review any future Chapter 78 adjustments with the Authority's auditor.

C. Finding 2014 - 3: It is recommended that the Authority encumber funds and issue purchase orders prior to acquiring goods and services.

Corrective Action: Requisitions are generally issued for all purchases, but requisitions have not been issued for some small purchases or where the staff has advised the Executive Director of the purchase prior to making the purchase. The Executive Director is reviewing the Authority's Purchasing Manual with the Authority's auditor to address this Finding.

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 Regular Meeting held on May 5, 2015.

---

RALPH E. STUBBS, Secretary