

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING
August 4, 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.

WORK SESSION

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

BUSINESS SESSION

10. Approval of minutes of July 7, 2015 meeting
11. Motion to receive and file Plant Superintendent's Report
12. Communications
13. Review of Bill List
 - a. Board comments
 - b. Public comment
14. Public Comment on agenda resolutions
15. Resolution 15-62: Bill List
16. Resolution 15-63: Authorizing payment in the amount of \$160,793.50 to Atlantic Subsea, Inc. for Ocean Outfall Diffuser Pipeline Repairs and Ocean Outfall Diffuser Wye Replacement Projects
17. Resolution 15-64: Authorizing Change Order No. 1 to Ocean Outfall Wye Replacement Project in the amount of \$31,000.00

18. Resolution 15-65: Amend and Restate By-Laws of The Township of Ocean Sewerage Authority
19. Resolution 15-66: Authorizing grant of preliminary, tentative and final approvals for Manasquan Savings Bank - application number 180
20. Resolution 15-67: Authorizing an increase in quotation and bid thresholds
21. Resolution 15-68: Authorizing amendment to Employee Handbook
22. Resolution 15-69: Authorizing execution of service agreement with the Borough of Deal, effective March 3, 2013
23. Resolution 15-70: Authorizing award of contract for Electrical Diagnostic, Troubleshooting and Repairs Services
24. Resolution 15-71: Authorizing refund in the amount of \$2,070.00 for account numbers 3944-0, 5879-0 and 6473-0
25. Public Comment
26. Comments by Authority Members
27. Closed Session, if necessary
28. Adjournment

AUTHORIZING PAYMENT IN THE AMOUNT OF \$160,793.50 TO ATLANTIC SUBSEA, INC. FOR OCEAN OUTFALL DIFFUSER PIPELINE REPAIRS AND OCEAN OUTFALL DIFFUSER WYE REPLACEMENT PROJECTS

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract to Atlantic Subsea, Inc in the amount of \$333,503.00 for the Ocean Outfall Diffuser Pipeline Repairs Project; and

WHEREAS, the Authority awarded a contract to Atlantic Subsea, Inc in the amount of \$279,600.00 for the Ocean Outfall Diffuser Wye Replacement Project; and

WHEREAS, Atlantic Subsea has performed certain work for the projects; and

WHEREAS, Atlantic Subsea has submitted requests for payment in the amount of \$101,050.00 for the Ocean Outfall Diffuser Pipeline Repairs Project and \$63,025.00 for the Ocean Outfall Diffuser Wye Replacement Project; and

WHEREAS, the Authority's engineer has recommended payment in the amount of \$99,029.00 for the Ocean Outfall Diffuser Pipeline Repairs Project and \$61,764.50 for the Ocean Outfall Diffuser Wye Replacement Project.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the total amount of \$160,793.50 to Atlantic Subsea, Inc. for the Ocean Outfall Diffuser Pipeline Repairs and Ocean Outfall Diffuser Wye Replacement Projects.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING CHANGE ORDER NO. 1 TO FOR
OCEAN OUTFALL DIFFUSER PIPELINE REPAIRS
AND OCEAN OUTFALL DIFFUSER WYE
REPLACEMENT PROJECTS**

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract to Atlantic Subsea, Inc in the amount of \$333,503.00 for the Ocean Outfall Diffuser Pipeline Repairs Project; and

WHEREAS, the Authority awarded a contract to Atlantic Subsea, Inc. in the amount of \$279,600.00 for the Ocean Outfall Diffuser Wye Replacement Project; and

WHEREAS, Atlantic Subsea performed an inspection of the outfall pipe prior to installing the new ocean outfall wye; and

WHEREAS, the inspection disclosed the expansion coupling between the outfall pipe and the wye was gashed and unable to function properly; and

WHEREAS, the Authority's engineer has recommended replacement of the expansion coupling; and

WHEREAS, the contracts for the two projects include \$25,000.00 in each for contingencies; and

WHEREAS, Atlantic Subsea, Inc. has provided an estimate to purchase and install a new expansion coupling in the amount of \$119,458.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes Change Order No. 1 in an amount not to exceed \$100,000.00 to Atlantic Subsea, Inc. for the Ocean Outfall Diffuser Wye Pipeline Repairs and Ocean Outfall Diffuser Wye Replacement Projects.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

RESOLUTION 15 - 65

AMEND AND RESTATE BY-LAWS OF THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

BE IT RESOLVED by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey that the Authority's By-Laws are hereby amended and restated as shown on the attached By-Laws.

	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 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING GRANT OF PRELIMINARY,
TENTATIVE AND FINAL APPROVALS FOR
MANASQUAN SAVINGS BANK - APPLICATION
NUMBER 180**

WHEREAS, preliminary, tentative and final applications were submitted for Manasquan Savings Bank on or about July 6, 2015; and

WHEREAS, the Authority's staff reviewed the submitted plans which show use of the existing connection to the Authority's collection system; and

WHEREAS, the Authority's staff recommends the granting of preliminary, tentative and final approvals for Manasquan Savings Bank.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary, Tentative and Final approvals are granted to Manasquan Savings Bank - application number 180.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING AN INCREASE IN QUOTATION AND
BID THRESHOLDS**

WHEREAS, effective July 1, 2015, the State of New Jersey adjusted the bid threshold for awarding contracts pursuant to the Local Public Contracts Law and has given local contracting units the ability to increase the bid threshold up to \$40,000, and the quotation threshold up to \$6,000 in municipalities with a Qualified Purchasing Agent; and

WHEREAS, the Authority has appointed a Qualified Purchasing Agent in accordance with N.J.A.C. 5:34-5 *et seq.*; and

WHEREAS, the Authority desires to take advantage of the increased bid threshold and quotation threshold.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Authority hereby increases its bid threshold to \$40,000 and its quotation threshold to \$6,000.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING AMENDMENT TO EMPLOYEE
HANDBOOK**

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority Employee Handbook is amended to replace the existing STEP program for employees with the attached STEP program; and

BE IT FURTHER RESOLVED that such changes shall take effect July 1, 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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING EXECUTION OF SERVICE
AGREEMENT WITH THE BOROUGH OF DEAL,
EFFECTIVE MARCH 3, 2013**

WHEREAS, the Township of Ocean Sewerage Authority and the Borough of Deal entered into a service agreement on or about September 3, 1985 wherein the Authority agreed to accept sewage flow from Deal for purposes of treatment, subject to certain terms and conditions (the “Agreement”); and

WHEREAS, the Agreement expired on March 2, 2013; and

WHEREAS, the Authority and the Borough entered into negotiations around August 2012 for purposes of establishing the terms and conditions of a new agreement; and

WHEREAS, the Authority and the Borough had several meetings and exchanged several proposals setting for the terms and conditions of a new agreement; and

WHEREAS, the parties are desirous of settling the terms of compensation at a rate equal to eighty percent (80%) of the annual service charge for residents of the Township of Ocean and excess flow charge equal to \$1,300 for daily excess flow over 750,000 gallons.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Chairman and Secretary to execute the new service agreement, a copy of which is attached.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING AWARD OF CONTRACT FOR
ELECTRICAL DIAGNOSTIC, TROUBLESHOOTING
AND REPAIR SERVICES**

WHEREAS, the Authority requires a vendor to provide electrical diagnostic, troubleshooting and repair for its operations; and

WHEREAS, the Authority advertised for bids in the Asbury Park Press on May 12, 2015 with a return date of May 27, 2015; and

WHEREAS, no bids were received on May 27, 2015; and

WHEREAS, the Authority re-advertised for bids in the Asbury Park Press on July 2, 2015 with a return date of July 29, 2015; and

WHEREAS, the only bid received on July 29, 2015 was provided by Electro Maintenance, Inc.; and

WHEREAS, the Authority's Qualified Purchasing Agent has reviewed the bid documents for compliance with the bid specifications and found them compliant; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2015 budget under equipment contract maintenance.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract to Electro Maintenance Inc. for the prices indicated on the attached Bid Proposal Form.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary

**AUTHORIZING REFUND IN THE AMOUNT OF
\$2,070.00 FOR ACCOUNT NUMBERS 3944-0, 5879-0
AND 6473-0**

WHEREAS, on or about December 1, 2013, the houses located at 43 Shadow Lawn Drive (account number 5879-0), 45 Shadow Lawn Drive (6473-0) and 255 Whalepond Road (3944-0) were demolished; and

WHEREAS, a single residential home is being constructed on the consolidated lots with an address of 45 Shadow Lawn Drive for Sammy and Margie Saka; and

WHEREAS, quarterly sewer charge of \$115.00 were paid on each account for 2014 and the first two quarters of 2015.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$2,070.00 to Sammy and Margie Saka representing a refund of payments made on account numbers 3944-0, 5879-0 and 6473-0 since January 1, 2014; and

BE IT FURTHER RESOLVED that account numbers 3944-0 and 5879-0 be made permanently inactive; and

BE IT FURTHER RESOLVED that account number 6473-0 be made inactive until a Temporary or Permanent Certificate of Occupancy is issued for 45 Shadow Lawn Drive.

	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 August 4, 2015.

RALPH E. STUBBS, Secretary