

RESOLUTION #09-20

Resolution to Appoint South Monmouth Regional Sewerage Authority Officers

WHEREAS, the by-laws of the South Monmouth Regional Sewerage require the annual appointment of officers of the Authority; and

WHEREAS, the appointments must be made at the annual reorganization meeting held this year on February 13, 2020; and

WHEREAS, a recommendation of newly appointed officers has been received from the Nominating Committee; and

WHEREAS, said recommendation is consistent with the rotation of officers as outlined in the by-laws of the South Monmouth Regional Sewerage Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners hereby appoints Commissioner Joseph C. May as Chairman, Commissioner Kevin Lynch as Vice Chairman, Commissioner Ken Farrell as Secretary, Commissioner Edward Donovan as Treasurer and Executive Director, Ryan R. Krause as Assistant Secretary.

BE IT FURTHER RESOLVED, that the Assistant Secretary is hereby authorized to approve and sign any and all New Jersey Department of Environmental Protection applications on behalf of the Authority.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL – SECRETARY

RESOLUTION #10-20

2020-2021 Meeting Schedule

WHEREAS, in accordance with the Open Public Meeting Act, it is necessary for the South Monmouth Regional Sewerage Authority, as a public body, to post, notify newspapers and the clerks of the member municipalities and maintain a schedule of the regular meetings of the public body to be held during the succeeding year.

NOW, THEREFORE, BE IT RESOLVED that the meeting dates of the South Monmouth Regional Sewerage Authority be hereby established and that it's Executive Director is hereby authorized and directed to comply with the requirements of the Open Public Meeting Act:

SMRSA CAUCUS AND REGULAR MEETING DATES FOR 2020-2021

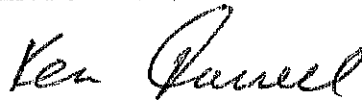
Thursday	March 12, 2020	Thursday	September 10, 2020
Thursday	April 9, 2020	Thursday	October 8, 2020
Thursday	May 14, 2020	Thursday	November 12, 2020
Thursday	June 11, 2020	Thursday	December 10, 2020
Thursday	July 9, 2020	Thursday	January 14, 2021
Thursday	August 13, 2020	Thursday	February 11, 2021

CAUCUS MEETINGS – will be held at the South Monmouth Regional Sewerage Authority Administration Building, 1235 18th Avenue, Belmar, New Jersey, on the second Thursday of each month at 6:00 p.m. prevailing time, commencing March 12, 2020 and expiring February 11, 2021.

REGULAR MEETINGS – will be held at the South Monmouth Regional Sewerage Authority Administration Building, 1235 18th Avenue, Belmar, New Jersey, on the second Thursday of each month immediately after the Caucus Meeting commencing March 12, 2020 and expiring February 11, 2021.

The public, as always, will be allowed to participate in the Caucus and Regular Public Meetings. Action will only be taken at the Regular Meetings of the South Monmouth Regional Sewerage Authority. A portion of the Caucus Meeting may be closed to the public in accordance with the provisions of the Open Public Meeting Act.

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KEN FARRELL – SECRETARY

RESOLUTION #11-20

2020 Official Depositories

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that the following financial institutions be and are hereby designated as the Authority's Official Depositories for the year 2020:

Manasquan Savings Bank
New Jersey Cash Management Fund
Ocean First Bank
Provident Bank

BE IT FURTHER RESOLVED, that the CFO/Human Resource Director and/or the Executive Director is herein authorized and empowered to communicate with all of the afore listed financial institutions to make wire transfers of funds between such institutions for the purpose of cash management and maximizing interest income based upon short-term financial needs of the Authority.

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REGIONAL SEWERAGE AUTHORITY AT ITS
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KEN FARRELL – SECRETARY

RESOLUTION #12-20

2020 Official Signatories

WHEREAS, endorsements on behalf of the South Monmouth Regional Sewerage Authority with official depositories listed on Resolution #11-20 for deposit or withdrawal may be made, affixed or imprinted (manually or by stamp impression) by any one of the officers or other signatories of the Authority acting alone or by any other person authorized, and in any such case, for the purpose of deposit the endorsement may be the name of this Authority alone without specifying who made, affixed or imprinted the same; and

WHEREAS, contained herein are listed Authority Officers and Staff Members named as signatories and with respect to each of the authorized accounts the following protocol is established; and

WHEREAS,

- a. With respect to the OPERATING Account, any three (3) of the following Authority Officers with a minimum of one (1) live signature: Chairman, Vice-Chairman, Secretary, Treasurer, or Assistant Secretary as signatories.
- b. With respect to the PAYROLL Account, any one (1) of the following Authority Officers or Staff Member's live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary or CFO/Human Resource Director as signatories.
- c. With respect to the SPECIAL OPERATING AND ESCROW ACCOUNTS, any one (1) of the following Authority Officers or Staff Member's live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary or CFO/Human Resource Director as signatories.

NOW THEREFORE BE IT RESOLVED, that the afore referenced officers and staff members be and are hereby authorized as outlined above to sign, make, draw, accept or endorse on behalf, or in the name of this Authority, any and all checks, notes, drafts, bills of exchange, acceptances, orders or other instruments for the payment of money or the withdrawal of funds, and said bank is hereby authorized to pay cash or otherwise honor and charge to this Authority any and all such instruments when so signed, made drawn, accepted or endorsed, without limitation as to amount and without inquiry as to the circumstances of issue, negotiation or endorsement thereof, even though the same are payable to or for the benefit of any officer, agent or employee of this Authority, or has been deposited to his or her credit or tendered as payment of his or her personal obligation.

BE IT FURTHER RESOLVED, that I certify the persons herein designated as officers of this Authority have been duly elected to, and now hold, the offices in this Authority set opposite their respective names, and that the following are the authentic, official signatures of the said respective officers and of the named signatories who are not corporate officers, to witness:

Joseph C. May, Chairman	<u>Joseph C. May</u>
Kevin Lynch, Vice Chairman	<u>Kevin Lynch</u>
Ken Farrell, Secretary	<u>Ken Farrell</u>
Edward Donovan, Treasurer	<u>Edward G. Donovan</u>
Ryan R. Krause, Assistant Secretary	<u>Ryan R. Krause</u>
Bernard J. Bujak, CFO/HR Director	<u>Bernard J. Bujak</u>

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this Authority by order of the Board of Commissioners of this Authority this 13th day of February 2020.

Ken Farrell
KEN FARRELL – SECRETARY

I, the undersigned, Chairman of the Authority above-named, do hereby certify that the foregoing certificate is in all respects true and contains a true copy of the Resolution regularly adopted by the Board of Commissioners of said Authority in the manner therein stated.

Joseph C. May
JOSEPH C. MAY – CHAIRMAN

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 02-13-20.

Ken Farrell
KEN FARRELL – SECRETARY

RESOLUTION #13-20

2020 Official Newspapers

BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the following newspapers be and are hereby designated as the Authority's Official Newspapers for 2020.

The Asbury Park Press
The Coast Star
The Star Ledger

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KEN FARRELL – SECRETARY

RESOLUTION #14-20

Resolution Authorizing the Award of a Non-Fair and Open Contract for SMRSA Professional Services

WHEREAS, the South Monmouth Regional Sewerage Authority, hereinafter referred to as Authority has a need to annually appoint its Professional Services Contractors as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Authority's Finance Officer has determined and certified in writing that the value each of these services may exceed \$17,500; and

WHEREAS, the following Professional Services Firms be and are herein recognized as the official Professional Services Consultants of the Authority for the fiscal year 2020; and

Wielkocz & Company, LLC	Authority Auditor to include conducting the FY19 Financial Audit.
Gluck Walrath, LLP	Authority Bond Counsel
Manna & Bonello	Authority Legal Attorney
Cleary, Giacobbe, Alfieri, Jacobs, LLC	Authority Labor Attorney
Hall and Associates	Special Counsel for NJPDES
NW Financial Group, LLC	Financial Advisor/Consulting Disclosure Services
Danskin Agency	Risk Management Consultant
Coastal Solutions, Inc.	Information Technology & Computer Services

WHEREAS, each Professional Services' Contractors has submitted individual proposals for said service to be provided; and

WHEREAS, each Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the Contractor has not made any reportable contributions to a political or candidate committee in any municipality in the South Monmouth Regional Sewerage Authority service area in the previous one year, and that the contract will prohibit the Contractor from making any reportable contributions through the term of the contract; and

WHEREAS, The Finance Officer has certified that there are sufficient funds available to pay the compensation for each said services according to N.J.A.C. 5:30-5.4; and

WHEREAS, a comprehensive review of the aforementioned proposal was conducted by staff and the Finance Committee, with both concurring that the services provided for in the

proposal are essential and necessary for the continued and uninterrupted operation of the Authority, and that the costs associated with same are reasonable and consistent with industry standards; and

WHEREAS, it is the recommendation of staff and the Finance Committee that the Authority engage each professional contractor for the services outlined in their proposals, and

WHEREAS, Local Public Contracts Law N.J.S.A. 40A: 11-1 et seq. requires that a resolution awarding the contract state the supporting reasons and be printed in newspapers of general circulation not more than ten (10) days after passage of the resolution.

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the South Monmouth Regional Sewerage Authority authorizes the Executive Director to enter into a contract with each Contractor as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file; and

BE IT FUTURE RESOLVED that public notice of the award of said contracts shall be published in the Authority's Official Newspapers and on the Authority's Website, as required by law.

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

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REGIONAL SEWERAGE AUTHORITY AT ITS
REGULAR OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL - SECRETARY

**South Monmouth Regional Sewerage Authority
Pay-To-Play Vendor Value Determination and Certification**

The anticipated value of the professional services contracts with Wielkotz & Company, LLC, Gluck Walrath, LLP, Manna & Bonello, Cleary, Giacobbe, Alfieri, Jacobs, LLC, Hall and Associates, NW Financial Group, LLC, Danskin Agency, and Coastal Solutions, Inc. for professional services may be expected to exceed \$17,500 during the life of the contract but be less than the Local Bidding Threshold for Authorities possessing a Qualified Purchasing Agent.



Signature

Title: CFO/HR Director

Date: 02/13/20

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 13th day of February 2020, between the South Monmouth Regional Sewerage Authority (hereinafter referred to as the AUTHORITY) and the Danskin Insurance Agency, Inc. (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Utility Municipal Joint Insurance Fund; and

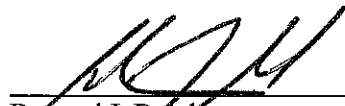
WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held February 13, 2020; and

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- I. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a) Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b) Assist the AUTHORITY in understanding the various coverages available from the New Jersey Utility Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c) Review with the AUTHORITY any additional coverage that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverages outside the FUND.
 - d) Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f) Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.
 - g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.
 - h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.

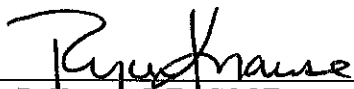
- i) Perform any other risk management related services required by the FUND's bylaws.
2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
 - a) The CONSULTANT shall be paid by the AUTHORITY a fee as compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
 - b) For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
 - c) Any and all other services required of the CONSULTANT, by the AUTHORITY that are not related to the services provided for herein, shall require a separate and distinct agreement between the parties prior to engaging in said services.
3. The term of this Agreement shall be one (1) year. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT'S fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:



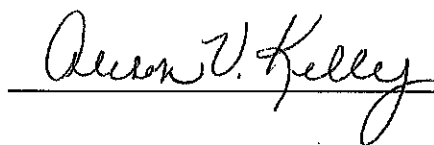
Bernard J. Bujak,
CFO & Human Resource Director

AUTHORITY:



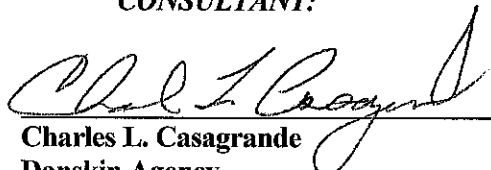
Ryan R. Krause, P.E., C.M.E.
Executive Director

ATTEST:



Aaron V. Kelley

CONSULTANT:



Charles L. Casagrande
Danskin Agency

RESOLUTION #15-20

A Resolution Pre-Qualifying Consulting Engineering Firms in a Non-Procurement Action for the Fiscal Year 2020 under a Fair and Open Solicitation

WHEREAS, the South Monmouth Regional Sewerage Authority (hereinafter referred to as the Authority) has sought, through a Request for Expressions of Interest (RFEI), to identify firms that can meet all, or a portion of, the Authority's future Asset Management Goals and Capital Improvement Objectives consistent with its long and short term planning with respect to Consulting Engineering Services; and

WHEREAS, the Authority on August 11, 2017, publicly advertised for the Receipt of Expressions of Interest, wherein an adequate response to the solicitation has been received with each having been reviewed by Staff and the Engineering Committee; and

WHEREAS, subsequent to said review process each of the Respondents were rated against each other in a unified matrix format wherein the following criteria was considered:

- The qualifications and experience of the project team presented by the respondent, team leaders, staffing and consultants; description of the specific responsibilities of various team members.
- Capability of the respondent to integrate this project into its present workload to allow completion of the work within the SMRSA's timetable.
- Overall experience of the respondent firm's background, size, present workload and experience on projects of a similar size and scope and, its ability to support the project team as it relates to this RFEI.
- Experience and familiarity with the rules and procedures of the regulatory agencies having jurisdiction over the SMRSA affairs

WHEREAS, it is desirous of the Authority to pre-qualify without the guarantee of procurement the seven (7) qualified firms that can meet all, or a portion of, the Authority's future Asset Management Goals and Capital Improvement Objectives consistent with its long and short term planning; and

WHEREAS, while this is not a procurement, information that has been gathered and obtained through a 2017 RFEI process may be used to support future procurement(s), and that the Authority will consider entering into an exclusive agreement(s), as a result of this RFEI process with one or more of the respondents to provide engineering services during the 2020 fiscal year.

NOW THEREFORE BE IT RESOLVED, that, the following Engineering Firms be and are herein recognized as the official Pre-Qualified Engineering Consultants of the Authority for the fiscal year 2020. Said recognition is exclusive of and in no way guarantees procurement;

CDM Smith, Inc.
Tetra Tech (FKA Cornerstone Environmental Group, LLC Company)
Hazen & Sawyer
Kleinfelder, Inc.
Mott MacDonald, LLC
Paulus, Sokolowski & Sartor, LLC (PS&S)
T&M Associates

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file; and

BE IT FUTURE RESOLVED that public notice of the award of said contract shall be published in the Authority's Official Newspapers, and the Authority's Website as required by law.

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS
REGULAR OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL – SECRETARY

**South Monmouth Regional Sewerage Authority
Pay-To-Play Vendor Value Determination and Certification**

The anticipated value of the professional services contracts with CDM Smith, Inc., Tetra Tech, Hazen & Sawyer, Kleinfelder, Inc., Mott MacDonald, LLC, Paulus, Sokolowski & Sartor, LLC, and T&M Associates for engineering services may be expected to exceed \$17,500 but be less than the Local Public Bidding Threshold for the life of the contract for Authorities possessing a Qualified Purchasing Agent.



Signature

Title: CFO/HR Director

Date: 02/13/20

RESOLUTION #16-20

A Resolution to Re-appoint Bernard J. Bujak
as the Public Agency Compliance Officer for
The South Monmouth Regional Sewerage Authority

WHEREAS, The South Monmouth Regional Sewerage Authority a public body politic and corporate as prescribed in and governed by Title 40:14A; and

WHEREAS, the Affirmative Action Regulations of the State of New Jersey Affirmative Action Office address public agencies awarding contracts under P.L. 1975, Chapter 127 (N.J.A.C. 17:27) and further provide contract language and reporting procedures for entering into procurement, service and construction contracts; and

WHEREAS, regulations further provide for the annual designation of an officer or employee of the public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedures from contractors and to generally supervise the compliance procedures regarding the Affirmative Action Regulations.

NOW, THEREFORE, BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby recognizes and re-appoints Bernard J. Bujak as the Public Agency Compliance Officer of the Authority effective February 13, 2020 to exercise the duties of a Public Agency Compliance Officer with specific relevance to the Authority's responsibility to generally supervise the compliance procedures regarding the Affirmative Action Regulations as it pertains to procurement, service and construction contracts.

BE IT FURTHER RESOLVED that a certified true copy of this resolution will be forwarded to the Department of Treasury, Division of Purchase and Property Contract Compliance Unit EEO Monitoring Program, Post Office Box 206, Trenton, New Jersey 08625-0206.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
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REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL - SECRETARY

RESOLUTION # 17-20

A Resolution to Re-appoint Bernard J. Bujak as Qualified Purchasing Agent for The South Monmouth Regional Sewerage Authority

WHEREAS, The South Monmouth Regional Sewerage Authority a public body politic and corporate as prescribed in and governed by Title 40:14A; and

WHEREAS, N.J.S.A. 40A:11-9(b) provides that a government unit which employs a Qualified Purchasing Agent can take advantage of a higher bid threshold pursuant N.J.S.A. 40A:11-3(c) and grants the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.S.A. 40A:11-9(b) establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Bernard J. Bujak, an employee of the South Monmouth Regional Sewerage Authority has successfully completed all professional and educational requirements including but not limited to New Jersey Procurement Law and the Municipal Finance Administration Course to earn a Qualified Purchasing Agent Certificate; and

WHEREAS, the Division of Local Government Services on June 10, 2019 renewed Mr. Bujak's Qualified Purchasing Agent (Q.P.A.) Certificate with an expiration date of June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby recognizes and re-appoints Bernard J. Bujak as the Qualified Purchasing Agent of the Authority effective February 13, 2020 to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30) with specific relevance to the Authority's responsibility and accountability of the purchasing activities of the South Monmouth Regional Sewerage Authority.

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KEN FARRELL - SECRETARY

RESOLUTION # 18-20

Resolution to Reauthorize a Petty Cash Fund and Special Operations Account

WHEREAS, the Board of Commissioners have previously established a need to have readily available cash on hand for incidental cash outlays and an additional readily accessible checking account for other small and incidental charges; and

WHEREAS, it is the policy of the Authority to review the allowable and customary impressed balances of said accounts, such that they are consistent with the administrative needs of the Authority; and

WHEREAS, staff has reviewed and recommended to the Board of Commissioners that the existing allowable impressed balances of the aforementioned accounts are adequate and require no change in denomination.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the CFO/Human Resource Director be and is hereby authorized to maintain a Petty Cash Fund in the amount of \$350.00 for incidental cash outlays; and

BE IT FURTHER RESOLVED that the CFO/Human Resource Director be and is hereby authorized to maintain a Special Operating Account with a maximum of \$2,000.00 for other incidental charges.

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KEN FARRELL – SECRETARY

RESOLUTION #19-20

A Resolution Declaring a State of Emergency Regarding a Forcemain Break Affecting the Infrastructure of The South Monmouth Regional Sewerage Authority

WHEREAS, the South Monmouth Regional Sewerage Authority (Authority) is a public body politic and corporate as prescribed in and covered by Title 40:14A; and

WHEREAS, the Authority is charged with abating pollution and protecting the public health; and

WHEREAS, the Authority's operations, maintenance and purchasing activities are subject to the conditions of NJPDES Permit number #00024562 as well as the provisions of N.J.A.C. 7:14A et. Seq. and N.J.S.A. 40A: 11-1 et Seq.; and

WHEREAS, on January 24, 2020 the Authority was notified of a raw sewerage leak on Mount Lane in the Borough of Manasquan; and

WHEREAS, negative impacts would have resulted if not addressed immediately including but not limited to the health, safety and well-being of the residents of the communities served.

NOW, THEREFORE, BE IT RESOLVED, that the South Monmouth Regional Sewerage Authority hereby determines that an emergency exists as a result of the failure of the Force Main pipe in the Borough of Manasquan:

BE IT FURTHER RESOLVED, that the Authority herein and now ratifies and declares that a State of Emergency as described in N.J.S.A. 40A:11-1 et seq. has existed since January 24, 2020 and remains in effect.

BE IT FURTHER RESOLVED, that the Executive Director is further authorized to take whatever steps are necessary to replace the pipe/force main as quickly and cost effectively as possible.

LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

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KEN FARRELL - SECRETARY

RESOLUTION # 20-20

A Resolution Awarding a Contract to Central Boiler Repair Co., Inc.
to Supply and Install
One Webster JB2G Dual Fuel Methane and Natural Gas Burner
For Boiler #3

WHEREAS, The South Monmouth Regional Sewerage Authority (SMRSA) utilizes an anaerobic digestion method in the treatment of wastewater sludge; and

WHEREAS, on January 25, 2020 it was discovered that the methane and natural gas burner that powers Boiler #3 became inoperable; and

WHEREAS, certified professionals determined that the gas burner was outdated and fifteen years past its useful life; and

WHEREAS, as a result SMRSA has determined the need to replace its Boiler #3 in order to maintain the integrity and efficiency of the anaerobic digestion system; and

WHEREAS, SMRSA staff has obtained three quotes, the lowest one submitted by Central Boiler Repair Company, Inc. of Oakhurst, New Jersey; and

WHEREAS, SMRSA staff recommends awarding a contract to Central Boiler Repair Co., Inc. of Oakhurst, New Jersey for the purchase and installation of one (1) Webster JB2G Dual Fuel Methane and Natural Gas Burner in the amount of \$33,200.00, a copy of which is attached hereto and made a part thereof; and

WHEREAS, the CFO/QPA has determined and certified in writing that the value of the service will exceed the cumulative \$17,500.00 annual Pay to Play threshold for this contractor, but not exceed the \$40,000.00 Public Bidding Threshold for entities employing a Qualified Purchasing Agent; and

WHEREAS, the Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the Contractor has not made any reportable contributions to a political or candidate committee in any municipality within the South Monmouth Regional Sewerage Authority Service Area in the previous one year, and that the contract will prohibit the Contractor from making any reportable contributions through the term of the contract; and

WHEREAS, The Chief Financial Officer has certified that there are sufficient funds available to pay the compensation for said procurement according to N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that

1. the Commissioners of the South Monmouth Regional Sewerage Authority authorizes the Executive Director to enter into a contract with the Contractor as described herein; and
2. that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

3. that a public notice of the award of said contract shall be advertised publicly by the Authority, as required by law.

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

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KEN FARRELL - SECRETARY

RESOLUTION #21-20

A Resolution to Authorize the Solicitation of Bids for Electrical Curtailment Service Provider for Demand Response

WHEREAS, The South Monmouth Regional Sewerage Authority (SMRSA) is currently in the process of upgrades to its Co-Generation facilities in order to increase resiliency. The upgrades include providing dual fuel (Biogas and/or Natural Gas), "Blackstart" and "Islanding" capabilities.

WHEREAS, upon completion of the upgrades, the SMRSA will be in position to take advantage of financial incentives through the Authority's participation in the Capacity and Energy elements of the PJM Emergency Demand Response Program; and as options, the PJM Economic Energy Program, and the PJM Ancillary Services Tier 2 Reserves Program if applicable.

WHEREAS, SMRSA Staff has identified the need to solicit public bids for a PJM Member Curtailment Service Provider (CSP) for the June 1, 2020 to May 31, 2021 PJM Delivery Year and optionally the June 1, 2021 to May 31, 2022 PJM Delivery years;

NOW THEREFORE BE IT RESOLVED that

1. That the Executive Director be and is hereby authorized and directed to proceed with the advertisement for the receipt of public bids for the aforementioned project.
2. The Executive Director is hereby authorized and directed to solicit bids as a fair and open process for the Electric Curtailment Service Provider Services.

LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20



KEN FARRELL - SECRETARY

RESOLUTION #22-20

Resolution Ratifying the Actions of the Executive Director in Severing the Employment Relationship Between the Authority and Employee Number 28079, Effective January 17, 2020

WHEREAS it is the policy of the South Monmouth Regional Sewerage Authority to treat employees and prospective employees in a manner consistent with all applicable employment laws, regulations, Authority policies and procedures; and

WHEREAS, the personnel policies and procedures shall apply to all South Monmouth Regional Sewerage Authority officials, appointees, employees, volunteers and independent contractors; and

WHEREAS, during his/her time of employment, Management has determined that Employee Number 28079 will not be able to meet the general expectations of a South Monmouth Regional Sewerage Authority employee; and

WHEREAS, the Authority severed the employment relationship on January 17, 2020, effective immediately.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners ratify the actions of the Executive Director and memorializes the severing of Employee Number 28079, effective January 17, 2020.

CERTIFIED TO BE A TRUE COPY OF RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL - SECRETARY

RESOLUTION #23-20

Resolution Ratifying an Offer of Employment to Mr. Craig Best For the Apprentice II Vacancy

WHEREAS, the South Monmouth Regional Sewerage Authority has an opening for a Apprentice II; and

WHEREAS, the available position was posted at the plant in accordance with the Collective Bargaining Agreement, and on the Authority's and the Association of Environmental Authorities' (AEA) websites; and

WHEREAS, Authority staff have decided Mr. Craig Best is qualified and interested in the position of Apprentice II; and

WHEREAS, Mr. Craig Best of Toms River, New Jersey was found to be duly qualified and ranked as the top rated candidate by Authority Staff; and

WHEREAS, the Human Resource Director has stated that the selection process has in fact complied in accordance with the Collective Bargaining Agreement and has made an offer of employment.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby ratifies the actions of the Executive Director in the hiring of Mr. Craig Best as an Apprentice II at a starting salary of \$21.25 per hour effective Monday, February 10, 2020. The new hire is considered a probationary employee for the first one hundred and fifty (150) days of his continuous employment as per Union Contract, Article XI; Paragraph 2.

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL - SECRETARY

RESOLUTION #24-20

2019 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #14-19 in the total amount of \$90,705.21 is hereby approved for transfer from the Revenue Fund to the Operating Fund in satisfaction of all 2019 approved bills attached hereto and made a part thereof as of this date.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition be and are hereby approved for payment from the Operating Fund.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.

BY: 
KEN FARRELL - SECRETARY

2019 REVENUE FUND REQUISITION

Requisition #14-19

Total of Requisition: \$ 90,705.21

Date: February 13, 2020

CERTIFICATION

I hereby certify, on behalf of the South Monmouth Regional Sewerage Authority, that the expenses listed on the attached Revenue Fund Requisition have been approved for payment by the Authority. I further certify that (1) the expenses listed are reasonable, (2) the amounts being requisitioned for expenses plus amounts previously requisitioned during the present fiscal quarter for expenses classifiable in the same accounts do not exceed the amounts budgeted for those accounts for the quarter in the current budget on file with the Trustee.

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

BY:



JOSEPH C. MAY - CHAIRMAN

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
Supplemental Information to Requisition # 14 - 19
13-Feb-20

Total amount of checks **90,705.21**

Plus:

State Health Benefit Programs - Medical	0.00
State Health Benefit Programs - Rx	0.00
State Health Benefit Programs - Retirees	0.00

Re-imburse SMRSA for December, 2019 Gross Payroll	0.00
Re-imburse SMRSA for December, 2019 Employer Portion Federal Payroll Taxes	0.00

SUB - TOTAL 0.00

Adjustments:

0.00
0.00
0.00
<u>0.00</u>

SUB - TOTAL 0.00

REQUESTED AMOUNT OF WIRE TRANSFER 90,705.21

WIRE INSTRUCTIONS:

A/P Checks	90,705.21
SHBP	0.00
Adjustments	<u>0.00</u>

TO OPERATING ACCOUNT 90,705.21

Payroll & Related Taxes	0.00
Adjustments	<u>0.00</u>

TO PAYROLL ACCOUNT 0.00

REQUETSSED AMOUNT OF WIRE TRANSFER 90,705.21
0.00

Range of Checking Accts: OPERATING to OPERATING Range of Check Ids: 19088 to 19119
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
19088	02/13/20	ACCAU005 ACC Automated Control Concepts	2,000.00		222
19089	02/13/20	ADPINC50 ADP, LLC	684.06		222
19090	02/13/20	ASHOME50 A'S HOME & GARDEN CENTER	194.77		222
19091	02/13/20	BEYER005 BEYER FORD	26,825.81		222
19092	02/13/20	BRENTW50 BRENTWOOD INDUSTRIES INC	2,981.10		222
19093	02/13/20	CLEARY50 Cleary, Giacobbe, Alfieri Jaco	35.00		222
19094	02/13/20	COOPER50 COOPER ELEC. SUPPLY CO.	1,218.22		222
19095	02/13/20	DOVER05 Dover Oil Company	294.75		222
19096	02/13/20	ELECTR50 ELECTRO MAINTENANCE INC	425.00		222
19097	02/13/20	EVOQU005 EVOQUA WATER TECHNOLOGIES LLC	4,631.38		222
19098	02/13/20	GEN-EL50 GEN-EL INDUSTRIES INC.	1,045.32		222
19099	02/13/20	GRAING50 GRAINGER INC	2,600.89		222
19100	02/13/20	HEINER50 HEINER ASSOC INC, DAVE	13,825.00		222
19101	02/13/20	HOMED50 HOME DEPOT CREDIT SERVICE	73.86		222
19102	02/13/20	INDUST50 INDUSTRIAL CONTROLS DIST	2,500.00		222
19103	02/13/20	JERSEY16 JERSEY CENTRAL POWER & LI	10,399.59		222
19104	02/13/20	MANNAB50 MANNA & BONELLO P.A.	1,654.00		222
19105	02/13/20	MEDI50 Medical Express	415.00		222
19106	02/13/20	MONMOU32 MONMOUTH COUNTY TREASURER	1,355.60		222
19107	02/13/20	MOTIO50 MOTION INDUSTRIES INC	722.76		222
19108	02/13/20	NJNATL33 NJ NAT'L GAS	34.41		222
19109	02/13/20	ONECAL55 ONE CALL CONCEPTS	127.62		222
19110	02/13/20	PASSAI50 PASSAIC VALLEY SEWERAGE	3,185.00		222
19111	02/13/20	RARIT005 RARITAN SUPPLY GROUP, INC	793.56		222
19112	02/13/20	RICHAR50 RICHARD SALES & RENTAL	19.85		222
19113	02/13/20	RUSSEL50 RUSSELL REID	6,177.15		222
19114	02/13/20	SETRITE1 SET RITE CORP	1,350.00		222
19115	02/13/20	STAPLE50 STAPLES CREDIT PLAN	51.16		222
19116	02/13/20	STEVEN50 STEVENSON SUPPLY CO INC	943.62		222
19117	02/13/20	STONYB55 STONY BROOK REGIONAL	3,360.00		222
19118	02/13/20	VERIWIRE Verizon Wireless	455.73		222
19119	02/13/20	ZAMBE005 ZAMBELLA, TYLER	325.00		222

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	32	0	90,705.21	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	32	0	90,705.21	0.00

RESOLUTION #25-20

2020 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #02-20 in the total amount of \$367,333.13 is hereby approved for transfer as follows:

1. That \$142,772.09 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all approved bills attached hereto and made a part thereof as of this date.
2. That \$224,561.04 is transferred from the Revenue Fund to the Payroll Fund to reimburse the Authority for the prior month's gross payroll and employer payroll taxes.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition be and are hereby approved for payment from the Operating and Payroll Funds.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 02-13-20.

BY: *Ken Farrell*
KEN FARRELL – SECRETARY

2020 REVENUE FUND REQUISITION

Requisition #02-20

Total of Requisition: \$ 367,333.13

Date: February 13, 2020

CERTIFICATION

I hereby certify, on behalf of the South Monmouth Regional Sewerage Authority, that the expenses listed on the attached Revenue Fund Requisition have been approved for payment by the Authority. I further certify that (1) the expenses listed are reasonable, (2) the amounts being requisitioned for expenses plus amounts previously requisitioned during the present fiscal quarter for expenses classifiable in the same accounts do not exceed the amounts budgeted for those accounts for the quarter in the current budget on file with the Trustee.

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

BY:



JOSEPH C. MAY - CHAIRMAN

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
Supplemental Information to Requisition # 02 - 20
13-Feb-20

Total amount of checks **86,458.95**

Plus:

State Health Benefit Programs - Medical	36,147.97
State Health Benefit Programs - Rx	6,189.29
State Health Benefit Programs - Retirees	11,964.80
BC/BS Dental Program	2,235.38
VSP - Eye Care	733.60

Re-imburse SMRSA for January, 2020 Gross Payroll	209,043.31
Re-imburse SMRSA for January, 2020 Employer Portion Federal Payroll Taxes	15,517.73

SUB - TOTAL **281,832.08**

Adjustments:

Void # 18153	-957.90
	<u>0.00</u>

SUB - TOTAL **-957.90**

REQUESTED AMOUNT OF WIRE TRANSFER **367,333.13**

WIRE INSTRUCTIONS:

A/P Checks	86,458.95
SHBP	54,302.06
Dental/ Vision	2,968.98
Adjustments	<u>-957.90</u>

TO OPERATING ACCOUNT **142,772.09**

Payroll & Related Taxes	224,561.04
Adjustments	<u>0.00</u>

TO PAYROLL ACCOUNT **224,561.04**

REQUETSSED AMOUNT OF WIRE TRANSFER **367,333.13**

Range of Checking Accts: OPERATING to OPERATING Range of Check Ids: 19121 to 19176
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
19121	02/20/20	ADPINC50 ADP, LLC	291.15	223
19122	02/20/20	AEA00050 AEA	5,408.00	223
19123	02/20/20	AHERNC50 AHERN BLUEPRINTING INC	245.70	223
19124	02/20/20	ALLISO50 ALLISON PEST CONTROL	60.00	223
19125	02/20/20	AMERIO10 AMERICAN AQUATIC TESTING, INC	1,100.00	223
19126	02/20/20	ASBURY33 ASBURY PARK PRESS	53.90	223
19127	02/20/20	BETSY50 BETSY CONDIOTTI & ASSOCIATES	429.05	223
19128	02/20/20	BOROU48 BOROUGH OF MANASQUAN	158.40	223
19129	02/20/20	BOROU84 BOROUGH OF SPRING LAKE HT	243.75	223
19130	02/20/20	CAPITAL1 Capital One N.A.	2,644.80	223
19131	02/20/20	CLAYTO50 CLAYTON BLOCK CO.INC.	367.82	223
19132	02/20/20	COAST50 COASTAL SOLUTIONS INC.	9,776.20	223
19133	02/20/20	COASTS50 COAST STAR	17.50	223
19134	02/20/20	CONTRO33 CONTROL SALES INC	1,140.00	223
19135	02/20/20	COOPER50 COOPER ELEC. SUPPLY CO.	627.84	223
19136	02/20/20	DATABU50 DATA BUSINESS SYSTEMS INC	307.29	223
19137	02/20/20	DOVER05 Dover Oil Company	559.91	223
19138	02/20/20	ESSERV50 Essex Service Corporation	200.00	223
19139	02/20/20	FAZZIO50 Joseph Fazzio - Wall LLC	707.78	223
19140	02/20/20	FIRESE50 FIRE SECURITY TECHNOLOGIE	420.00	223
19141	02/20/20	GEN-EL50 GEN-EL INDUSTRIES INC.	67.26	223
19142	02/20/20	HOMED50 HOME DEPOT CREDIT SERVICE	407.42	223
19143	02/20/20	IDEXX005 IDEXX DISTRIBUTION, INC	609.47	223
19144	02/20/20	INDUST50 INDUSTRIAL CONTROLS DIST	6,063.14	223
19145	02/20/20	JCIJON50 JCI JONES CHEMICALS INC	3,931.29	223
19146	02/20/20	JERSEY16 JERSEY CENTRAL POWER & LI	20,733.70	223
19147	02/20/20	LERTCH50 LERTCH DISPOSAL	32.72	223
19148	02/20/20	LORCOP50 LORCO PETROLEUM SERVICES	133.31	223
19149	02/20/20	LOWES05 LOWE'S BUSINESS ACCT/GEGRB	479.61	223
19150	02/20/20	MARKW005 MARK WOSZCZAK MECHANICAL	11,521.04	223
19151	02/20/20	MATBEN01 MATHEW BENDER/LEXISNEXIS	533.76	223
19152	02/20/20	MCMAST50 MCMASTER-CARR	678.44	223
19153	02/20/20	MILLER50 MILLER, SUSAN	329.53	223
19154	02/20/20	MONMOU64 MONMOUTH TELECOM	340.96	223
19155	02/20/20	NJNATL33 NJ NAT'L GAS	1,427.55	223
19156	02/20/20	OPTIM005 OPTIMUM	181.23	223
19157	02/20/20	PANTEK50 PANTek Technologies, LLC	463.00	223
19158	02/20/20	PATROC50 PMR Building Maintenance, LLC	400.00	223
19159	02/20/20	PILOTE50 PILOT ELECTRIC CO	20.80	223
19160	02/20/20	RARIT005 RARITAN SUPPLY GROUP, INC	447.12	223
19161	02/20/20	SCPSC50 SCP SCIENCE	84.01	223
19162	02/20/20	SEABOA66 SEABOARD WELDING SUPPLY	554.55	223
19163	02/20/20	SHORE005 SHORETEMP HEATING & COOLING	1,775.00	223
19164	02/20/20	STEVEN50 STEVENSON SUPPLY CO INC	684.45	223
19165	02/20/20	TAYLOR50 TAYLOR HARDWARE STORE	66.61	223
19166	02/20/20	TECH3333 Tech 3 Solutions, Inc.	1,462.50	223
19167	02/20/20	TIMBRO50 TIMBROOK, TIMOTHY	170.00	223
19168	02/20/20	TJMCO005 TJM CONTROLS, INC	1,350.00	223
19169	02/20/20	TRANSB50 TRANS BEARING CO INC	57.52	223
19170	02/20/20	TREAS100 Treasurer, State of New Jersey	3,541.00	223
19171	02/20/20	VANWIC50 VAN WICKLE AUTO SUPPLY	125.99	223

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
19172	02/20/20	VERIZO25 VERIZON	672.74		223
19173	02/20/20	WALLTO50 WALL TOWNSHIP WATER/SEWER	622.02		223
19174	02/20/20	WASTEM50 WASTE MANAGEMENT OF NJ	85.50		223
19175	02/20/20	WBMASON W.B. MASON	167.96		223
19176	02/20/20	WRIGHT50 WEX Bank - WrightExpress	1,478.66		223

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	56	0	86,458.95	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	56	0	86,458.95	0.00

RESOLUTION #26-20

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #02-20 and totaling \$245,265.56 be and are hereby approved for payment from the Construction Project Fund.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 02-13-20.



KEN FARRELL - SECRETARY

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
CONSTRUCTION PROJECT FUND**

Requisition No. CPF #02-20

Date: February 13, 2020

<u>Payee and Address</u>	<u>Character of Obligation</u>	<u>Amount</u>
DeMaio Electrical Co. Inc. P.O. Box 5907 Hillsborough, NJ 08844	Pump Station Upgrade Project Resolution #48-19 Application # 4	\$ 242,788.24
PS&S, LLC 67B Mountain Blvd., Ext. P.O. Box 4039 Warren, New Jersey 07059	On-Call Construction Management Services for Co-Gen Resolution #10-18 Invoice # 136872	\$ 1,874.11
T&M Associates 11 Tindall Road Middletown, NJ 07748	VFD & Motor Replacement Resolution #47-19 Invoice: LAF381287	\$ <u>603.21</u>
	TOTAL	\$ 245,265.56

IN CONNECTION THEREWITH, WE CERTIFY THAT THE ABOVE OBLIGATIONS TO BE PAID WERE PROPERLY INCURRED BY THE AUTHORITY AND ARE PROPER CHARGES AGAINST THE CONSTRUCTION FUNDS. THE AMOUNTS TO BE PAID BY THIS REQUISITION ARE DUE AND UNPAID AND THERE ARE NO KNOWN LIENS OR OTHER CLAIMS AFFECTING THE RIGHT TO PAYMENT WHICH SHOULD BE SATISFIED AND DISCHARGED BEFORE PAYMENT IS MADE OR WHICH WILL NOT BE DISCHARGED BY THIS PAYMENT.

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

BY: Edward G. Donovan
EDWARD DONOVAN - TREASURER