RESOLUTION #67-17

2017 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #09-17 in the total amount of $442,892.91 hereby approved for transfer as follows:

1. That $252,412.97 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 $190,479.94 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 09-14-17.

BY: Mary L. Burke
MARY L. BURKE – VICE CHAIRWOMAN
2017 REVENUE FUND REQUISITION

Requisition #09-17
Total of Requisition: $442,892.91
Date: September 14, 2017

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: ________________________________
MICHAEL MATTIA – CHAIRMAN
SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY  
Supplemental Information to Requisition # 09 - 17  
14-Sep-17

Total amount of checks
Plus:
State Health Benefit Programs - Medical 35,092.44
State Health Benefit Programs - Rx 8,735.61
State Health Benefit Programs - Retirees 20,906.07
BC/BS - Dental Program 1,639.85
VSP - Eye Care 642.00

Re-imburse SMRSA for August, 2017 Gross Payroll 177,583.41
Re-imburse SMRSA for August, 2017 Employer Portion Federal Payroll Taxes 12,896.53

SUB - TOTAL 257,495.91

Adjustments:
Void # 16716 -925.15

SUB - TOTAL -925.15

REQUESTED AMOUNT OF WIRE TRANSFER 442,892.91

WIRE INSTRUCTIONS:
A/P Checks 186,322.15
SHBP 64,734.12
Dental/ Vision 2,281.85
Adjustments -925.15

TO OPERATING ACCOUNT 252,412.97

Payroll & Related Taxes 190,479.94
Adjustments 0.00

TO PAYROLL ACCOUNT 190,479.94

REQUESTED AMOUNT OF WIRE TRANSFER 442,892.91

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Report Totals

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RESOLUTION #68-17

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #09-17 and totaling $61,705.27 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 09-14-17.

Mary L. Burme - Vice Chairwoman
**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY**  
**CONSTRUCTION PROJECT FUND**  
**Requisition No. CPF #09-17**  
**Date: September 14, 2017**

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**TOTAL**  
$ 61,705.27

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 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

[Signature]

BY:  
GARY MCLEAN – TREASURER
RESOLUTION #69-17

A Resolution to Approve an Interlocal Agreement with
Stony Brook Regional Sewerage Authority for the
Disposal of Liquid Sewer Sludge for the Year 2018

WHEREAS, the South Monmouth Regional Sewerage Authority solicited quotations from various Sanitary Sewer Sludge Disposal facilities for cost(s) associated with the disposal of South Monmouth Regional Sewerage Authority generated sludge; and

WHEREAS, N.J.S.A. 40:14A-23 allows two regional sewerage authorities governing units as defined therein, to enter into an Interlocal Agreement relating to the collection, treatment and disposal of liquid sewer sludge; and

WHEREAS, the Authority has negotiated a sludge disposal as per Schedule 1 with Stony Brook Regional Sewerage Authority as one of two disposal sites, a copy of which is attached hereto and made a part hereof (Attachment A); and

WHEREAS, the Authority, under separate resolution, intends to enter into a separate contract for the Removal and Hauling of Sewer Sludge.

WHEREAS, the Authority, under separate resolution intends to enter into a separate contract for the disposal of liquid sludge at an additional sludge disposal site.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

2. That the Executive Director be and is hereby authorized and directed to execute said Interlocal Agreement on behalf of the Authority.

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 09-14-17.

[Signature]
MARY L. BURNE - VICE CHAIRWOMAN
RESOLUTION #70-17

A Resolution to Approve an Interlocal Agreement with
Passaic Valley Sewerage Commission for the
Disposal of Liquid Sewer Sludge for One Year

WHEREAS, the South Monmouth Regional Sewerage Authority solicited quotations from various Sanitary Sewer Sludge Disposal facilities for cost(s) associated with the disposal of South Monmouth Regional Sewerage Authority generated liquid sludge; and

WHEREAS, N.J.S.A. 40:14A-23 allows two regional sewerage authorities governing units as defined therein, to enter into an Interlocal Agreement relating to the collection, treatment and disposal of liquid sewer sludge; and

WHEREAS, the Authority has negotiated a sludge disposal rate as per Schedule A, with Passaic Valley Sewerage Commission as one of two disposal sites a copy of which is attached hereto and made a part hereof (Attachment A); and

WHEREAS, the Authority, under separate resolution, intends to enter into a separate contract for the Removal and Hauling of Sewer Liquid Sludge.

WHEREAS, the Authority, under separate resolution intends to enter into a separate contract for the Disposal of Liquid Sludge at an additional sludge disposal site.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

2. That the Executive Director be and is hereby authorized and directed to execute said Interlocal Agreement on behalf of the Authority.

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 09-14-17.

Mary L. Burne, Vice Chairwoman
RESOLUTION #71-17

A Resolution to Award the South Monmouth Regional Sewerage Authority Contract for Delivery of Bulk Sodium Hypochlorite for the Year 2018 to JCI Jones Chemicals, Inc.

WHEREAS, the South Monmouth Regional Sewerage Authority advertised for bids on Friday, August 11, 2017 in the Asbury Park Press and the Authority’s Website pursuant to the Local Public Contracts Law, 40A:11-1 et seq., and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Fair and Open Process, for the delivery of Bulk Sodium Hypochlorite for the year 2018; and

WHEREAS, four bids were received and read aloud on Friday, September 8, 2017, and further examined by the Authority’s Attorney and Staff; and

WHEREAS, it was determined by the Authority that the lowest responsive bid was that of JCI Jones Chemicals, Inc., 103 River Street, Warwick, New York 10990 at a contract price of $0.070 per pound.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The contract for delivery of Bulk Sodium Hypochlorite for the year 2018 shall be awarded to JCI Jones Chemicals, Inc., 103 River Street, Warwick, New York 10990 at the contract amount of $0.070 per pound as provided for in the contract documents.

2. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations.

BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority's Official Newspaper(s) and website, as required by law.

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 09-14-17.

[Signature]
MARY L. BURNE, VICE CHAIRWOMAN
RESOLUTION #72-17

A Resolution to Award the South Monmouth Regional Sewerage Authority Contract for Delivery of Magnesium Hydroxide, Thioguard, TST for the Year 2018 to Premier Magnesia, LLC

WHEREAS, the South Monmouth Regional Sewerage Authority advertised for bids on Friday, August 11, 2017 in the Asbury Park Press and the Authority’s Website pursuant to the Local Public Contracts Law, 40A:11-1 et seq., and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Fair and Open Process, for the delivery of Magnesium Hydroxide, Thioguard, TST for the year 2018; and

WHEREAS, bids were received and read aloud on Friday, September 8, 2017, and examined by the Authority’s Attorney and Staff; and

WHEREAS, it was determined by the Authority that the lowest responsive bid was that of Premier Magnesia, LLC, 1275 Drummers Lane, Suite 102, Wayne, PA, 19087 at a contract price of $0.31 per dry pound.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The contract for delivery of Magnesium Hydroxide, Thioguard, TST for the year 2018 shall be awarded to Premier Magnesia, LLC, 1275 Drummers Lane, Suite 102, Wayne, PA, 19087, at the contract amount of $0.31 per dry pound as provided for in the contract documents.

2. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations.

BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority’s Official Newspaper(s) and website, as required by law.

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 09-14-17.

Mary L. Burne
MARY L. BURNE, VICE CHAIRWOMAN
RESOLUTION #73-17

A Resolution to Award the South Monmouth Regional Sewerage Authority Contract for Removal and Disposal of Sewer Sludge for the Year 2018 to Accurate Waste Removal Systems, Inc.

WHEREAS, the South Monmouth Regional Sewerage Authority advertised for bids on Friday, August 11, 2017 in the Asbury Park Press and the Authority’s Website pursuant to the Local Public Contracts Law 40A:11-1 et seq., and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Fair and Open Process for the Removal and Disposal of Sewer Sludge for the year 2018; and

WHEREAS, four bids were received and read aloud on Friday, September 8, 2017 and examined by the Authority’s Attorney and Staff; and

WHEREAS, it was determined by the Authority that the lowest responsive bid was that of Accurate Waste Removal Systems, Inc., 160 Gold Mine Road, Mt. Olive, New Jersey, 07836 at a unit price of $0.0450 per gallon for the Removal and Disposal of Liquid Sewer Sludge to Stony Brook Regional Sewerage Authority; and at a unit price of $0.0495 per gallon for Removal and Disposal of Liquid Sewer Sludge to Passaic Valley Sewerage Commission; and

WHEREAS, the Authority, under separate resolutions have entered into inter-local agreements for both Stony Brook Regional Sewerage Authority and Passaic Valley Sewerage Commission as disposal sites.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that:

1. The contract for Removal and Disposal of Sewer Sludge for the year 2018 shall be awarded to Accurate Waste Removal Systems, Inc., 160 Gold Mine Road, Mt. Olive, New Jersey, 07836 at a rate of $0.0450 per gallon to Stony Brook Regional Sewerage Authority; and $0.0495 per gallon to Passaic Valley Sewerage Commission as provided for in the contract documents.

2. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations.
BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority’s Official Newspaper(s) and website, as required by law.

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 09-14-17.

Mary L. Burnett, Vice Chairwoman
RESOLUTION #74-17

A Resolution to Award South Monmouth Regional Sewerage Authority Contract for Electrical Diagnostic, Troubleshooting and Repair Services for the Year 2018 to Municipal Maintenance Company

WHEREAS, the South Monmouth Regional Sewerage Authority advertised for bids on Friday, August 11, 2017 in the Asbury Park Press and the Authority’s Website pursuant to the Local Public Contracts Law 40A:11-1 et seq., and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Fair and Open Process for Electrical Diagnostic, Troubleshooting and Repair Services for the year 2018; and

WHEREAS, two bids were received and read aloud on Friday, September 8, 2017, and further examined by the Authority’s Attorney and Staff; and

WHEREAS, it was determined by the Authority that the lowest responsive bid was that of Municipal Maintenance Company, 1352 Taylor Lane, Cinnaminson, New Jersey, 08077 in accordance with their schedule of prices as provided for in the contract documents.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The contract for Electrical Diagnostic, Troubleshooting, and Repair Services for the year 2018 shall be awarded to Municipal Maintenance Company, 1352 Taylor Lane, Cinnaminson, New Jersey 08077 in accordance with their schedule of prices as provided for in the contract documents.

2. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations.

BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority’s Official Newspaper(s) and website, as required by law.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DUELY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 09-14-17.

[Signature]
MARY L. BURNE, VICE CHAIRWOMAN
RESOLUTION #75-17

A Resolution to Award South Monmouth Regional Sewerage Authority Contract for Equipment Repair, Rental, Maintenance and Installation Services for the Year 2018 to Municipal Maintenance Company.

WHEREAS, the South Monmouth Regional Sewerage Authority advertised for bids on Friday, August 11, 2017 in the Asbury Park Press and the Authority’s Website pursuant to the Local Public Contracts Law 40A:11-1 et seq., and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Fair and Open Process for Equipment Repair, Maintenance and Installation Services for the year 2018; and

WHEREAS, three bids were received and read aloud on Friday, September 8, 2017, and further examined by the Authority’s Attorney and Staff; and

WHEREAS, it was determined by the Authority that the lowest responsive bid was that of Municipal Maintenance Company, 1352 Taylor Lane, Cinnaminson, New Jersey, 08077 in accordance with their schedule of prices as provided for in the contract documents.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The contract for Equipment Repair, Rental, Maintenance, and Installation Services for the year 2018 shall be awarded to Municipal Maintenance Company, 1352 Taylor Lane, Cinnaminson, New Jersey, 08077 in accordance with their schedule of prices as provided for in the contract documents.

2. The Financial Officer of the Authority will certify that upon approval of the 2018 Income and Appropriation Budgets there will be sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations.

BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority's Official Newspaper(s) and website, as required by law.

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 09-14-17.

MARY L. BURNE – VICE CHAIRWOMAN
RESOLUTION # 76-17

Resolution Authorizing the Award of a Non-Fair and Open Contract for Required and Unexpected Wet Well Cleanings

WHEREAS, the South Monmouth Regional Sewerage Authority has an unexpected need to perform wet well cleaning as a Non-fair and Open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Root 24 of Camden, New Jersey hereinafter referred to as the Contractor has indicated they will perform aforesaid services; and

WHEREAS, the Finance Manager has determined and certified in writing that the value of the acquisition 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 Local Units employing a Qualified Purchasing Agent (QPA); 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 Finance Officer has certified that there are sufficient funds available to pay the compensation for said services according to N.J.A.C. 5:30-5.4.

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 the Contractor as described herein; and

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

LASTLY BE IT RESOLVED that public notice of the award of said contract shall be advertised publicly by the Authority, as required by law.

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 09-14-17.

Mary L. Burne
MARY L. BURNE - VICE CHAIRWOMAN
RESOLUTION #77-17

Renewal of Membership in the
New Jersey Utility Authorities Joint Insurance Fund

WHEREAS, the South Monmouth Regional Sewerage Authority is currently a member of the New Jersey Utility Authorities Insurance Fund;

WHEREAS, said renewed membership terminates as of December 31, 2017 unless earlier renewed by agreement between the Authority and the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The South Monmouth Regional Sewerage Authority agrees to renew its membership in the New Jersey Utility Authorities Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the New Jersey Utility Authorities Joint Insurance Fund.

2. The Executive Director and/or Designee shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority’s intention to renew its membership.

BE IT FURTHER RESOLVED that a certified copy of this resolution be attached to the renewal agreement for forwarding to the New Jersey Utility Authorities Joint Insurance Fund, Parsippany, New Jersey.

[Signature]
MICHAEL MATTIA - 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 09-14-17.

[Signature]
MARY L. BURKE - VICE CHAIRWOMAN
RESOLUTION #78-17

Resolution of a Non-Fair and Open Special Services Contract for Air Quality Permit Portfolio Consolidation Services

WHEREAS, the South Monmouth Regional Sewerage Authority, hereinafter referred to as the Authority has a need to acquire Air Quality Permit Portfolio Consolidation Services as a non-fair contract pursuant to the provisions of N.J.S.A.19:44A-20.4; and

WHEREAS, Cornerstone Environmental Group, LLC hereinafter referred to as the Contractor, has submitted a proposal dated September 13, 2017, a copy of which is attached hereto and made a part thereof (Attachment A) indicating they will provide the Air Quality Permit Portfolio Consolidation Services as determined in said proposal; and

WHEREAS, it is the intention of the South Monmouth Regional Sewerage Authority to operate its treatment facility and pump stations in a most efficient manner while abiding by all N.J.D.E.P. regulations and standards; and

WHEREAS, it is the recommendation of staff that the Authority engage Cornerstone Environmental Group, LLC to provide said services; and

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

NOW THEREFORE, BE IT RESOLVED by the Commissioners of the South Monmouth Regional Sewerage Authority that the Executive Director is hereby authorized and directed to engage the services of Cornerstone Environmental Group, LLC to provide Air Quality Permit Portfolio Consolidation Services in accordance with their proposal dated September 13, 2017; and

BE IT FURTHER RESOLVED That the Executive Director be and is hereby authorized and directed to take all- necessary and required actions to comply with the public notification of a contract award in compliance with the Local Public Contracts and Pay to Play Rules and Regulations.

LASTLY BE IT FURTHER RESOLVED that public notice of the award of said contract shall be published in the Authority's Official Newspapers and on its website, as required by law.

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 09-14-17.

Mary L. Burne - VICE CHAIRWOMAN
South Monmouth Regional Sewerage Authority
Pay-To-Play Vendor Value Determination and Certification

The anticipated value of the professional contract with Cornerstone Environmental Group, LLC for Air Quality Permit Portfolio Consolidation Services bond counsel services may be expected to exceed $17,500 during the life of the contract.

The anticipated value of the contract with Cornerstone Environmental Group, LLC for goods and services may be expected to exceed $17,500 but be less than the Local Public Bidding Threshold for Authorities possessing a Qualified Purchasing Agent.

Signature

Title: Finance & Administration Manager

Date: 9/14/17
RESOLUTION # 79-17

A Resolution Authorizing an Unpaid Leave of Absence to Mr. Keenan Morin

WHEREAS, Mr. Keenan Morin was hired as a probationary Apprentice II employee by the South Monmouth Regional Sewerage Authority effective Monday May 8, 2017; and

WHEREAS, on or about August 15, 2017 the Authority was notified of a non-job related personnel matter which prevents Mr. Morin from performing the essential functions of his position, with or without an accommodation; and

WHEREAS, Mr. Morin recognizes and acknowledges the duties and responsibilities of being an Authority employee and has requested an eight week unpaid leave of absence for the period Wednesday August 16, 2017 to Wednesday October 11, 2017; and

WHEREAS, Authority Management has considered Mr. Morin’s request and recommends the Board of Commissioner approval; and

WHEREAS the requested leave is consistent with and complies with the provisions of the Authority’s Paid and Unpaid Time off Policies Leave of Absence benefit as adopted in Section Three of the Employee Policy and Procedure Manual; and

WHEREAS, the Authority Board of Commissioners concurs with this recommendation;

NOW THEREFORE BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby approves Mr. Keenan Morin’s request for an unpaid leave of absence for the period Wednesday August 16, 2017 to Wednesday October 11, 2017.

BE IT FURTHER RESOLVED, that the Finance and Administration Manager is hereby authorized to notify the Public Employee Retirement System and the employee of this unpaid leave and upon return to work, extend the probationary period of Mr. Morin an additional sixty days.

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 09/14/17.

Mary L. Burne
MARY L. BURNE - VICE CHAIRWOMAN
RESOLUTION # 80-17

Approve Joseph Gillette as a Full-time Permanent Employee of the South Monmouth Regional Sewerage Authority

WHEREAS, the South Monmouth Regional Sewerage Authority has previously hired Mr. Joseph Gillette as Journeyman II; and

WHEREAS, Mr. Gillette has performed his duties as a probationary employee as required; and

WHEREAS, a positive 150 day Performance Evaluation has been given and recommendation is made that Mr. Joseph Gillette should become a full-time permanent employee of the South Monmouth Regional Sewerage Authority.

NOW, THEREFORE, BE IT RESOLVED that Mr. Joseph Gillette is hereby assigned as a full-time permanent employee of the SMRSA as Journeyman II effective August 14, 2017.

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 09-14-17.

Mary L. Burns
MARY L. BURNS – VICE CHAIRWOMAN
RESOLUTION # 81-17

Resolution Ratifying an Offer of Employment to Mr. Joseph Grabowski
For the Operator Journeyman Vacancy

WHEREAS, the South Monmouth Regional Sewerage Authority has an opening for an Operator Journeyman; and

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

WHEREAS, Authority staff have decided Mr. Joseph Grabowski is qualified and interested in the position of Operator Journeyman; and

WHEREAS, Mr. Joseph Grabowski of Browns Mills, New Jersey was found to be duly qualified and ranked as the top rated candidate by Authority Staff; and

WHEREAS, the Board of Commissioners have previously been notified that Mr. Joseph Grabowski is a relative (nephew) of the current Executive Director who is scheduled to retire on January 31, 2018; and

WHEREAS, the current Executive Director has and will continue to recuse himself from all matters regarding this individual including appointing, removing, disciplining or evaluating; and

WHEREAS, the Finance and Administration Manager has stated that the selection process has in fact complied in accordance with the Collective Bargaining Agreement and has made an offer of employment effective September 11, 2017.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby ratifies the actions of the Finance and Administration Manager and authorizes the hiring of Mr. Joseph Grabowski as an Operator Journeyman at a starting salary of $30.47 per hour effective Monday, September 11, 2017. 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.

CERTIFIED TO BE A TRUE COPY OF RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 09-14-17.

Mary L. Burne
MARY L. BURNE – VICE-CHAIR
RESOLUTION #82-17

A Resolution Amending the South Monmouth Regional Sewerage Authority Employee Personnel Policy and Procedures

WHEREAS, the Human Resource Committee of the South Monmouth Regional Sewerage Authority convened on August 17, 2017 and August 21, 2017; and

WHEREAS, topics of discussion included succession planning, employee organization chart, current and future staffing needs, revised job descriptions, amending salary ranges by title and position as well as licensing and incentive pay; and

WHEREAS, the Executive Director and Human Resource Committee have reviewed and suggested changes, additions and deletions from the various non-union job descriptions to more accurately describe the function and responsibilities of said positions; and

WHEREAS, the Board of Commissioners have concurred with the employee organization chart and changes in scope of duties and responsibilities within said job descriptions, and the amended salary ranges by title and position.

NOW THEREFORE BE IT RESOLVED by the South Monmouth Regional Sewerage Authority as follows

1. That the employee organization chart and revised job descriptions as amended by the Human Resource Committee are heretofore recognized and approved as the official nonunion job descriptions of the Authority
2. The Executive Director is hereby directed to place said job descriptions into the appropriate employee personnel folders and update related Authority personnel policy and procedure manuals

BE IT FURTHER RESOLVED, that the Executive Director and/or Finance Manager is herein directed and authorized to cause any and all administrative action or actions to implement the intent of this resolution.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING OF 09-14-17.

Mary L. Burie
MARY L. BURIE – VICE CHAIR
RESOLUTION #83-17

A Resolution Appointing Staff to Job Positions and Authorize Salary Increases and Adjustments for Non-Union Personnel

WHEREAS, the Human Resources Committee of the South Monmouth Regional Sewerage Authority convened on August 17, 2017 and August 21, 2017; and

WHEREAS, topics of discussion included succession planning, current and future staffing needs, proposed salary ranges by title and position, licensing and incentive pay as well as salary increases and adjustments for all non-union personnel

WHEREAS, the Executive Director and Human Resource Committee have made recommendations to the Board of Commissioners regarding staff appointments, employee annual and merit increases; and/or change in position salary adjustments which are considered appropriate as presented in Attachment A affixed hereto and made a part hereof for said non-union positions for the calendar years 2017, 2018 and 2019; and

WHEREAS, the Board of Commissioners have concurred with the changes in scope of duties and responsibilities within said job descriptions, and the salary recommendations as provided for in Attachment A and agree that they comply with adopted and established salary ranges by title and position;

NOW THEREFORE BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby appoints the following staff to job positions:

Bernard J. Bujak                             Chief Financial Officer/ Director of Human Resources
Timothy L. Timbrook                          Superintendent
Charles Willever                             Systems Support Manager
William Apuzzo                               Interim Systems Support Manager
Christine Brophy                             Office Coordinator
Karen Oliver                                 Finance Coordinator
Elizabeth Nicholas                          Laboratory Technician

BE IT FURTHER RESOLVED that salary increases for each individual non-union staff member as indicated on Attachment A herein are hereby approved effective January 1, 2017

BE IT FURTHER RESOLVED that license and incentive pay will be provided by and in accordance with the non-Union Personnel Policies and Procedure Manual

BE IT FURTHER RESOLVED that this resolution supersedes any and all prior approved resolutions regarding the compensation of all non-union personnel

LASTLY BE IT FURTHER RESOLVED, that the Executive Director and/or Finance Manager is herein directed and authorized to cause any and all administrative action or actions to implement the intent of this resolution.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING OF 09-14-17.

MARY L. BURKE – VICE CHAIR
RESOLUTION # 84-17

Resolution Appointing
Ryan R. Krause As Executive Director of the
South Monmouth Regional Sewerage Authority

WHEREAS, Michael J. Ruppel currently serves as Executive Director of the South Monmouth Regional Sewerage Authority and has provided Notice of Pending Retirement effective January 31, 2018; and

WHEREAS, the South Monmouth Regional Sewerage Authority is desirous of appointing a new Executive Director in accordance and compliance with the Authority’s succession plan;

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that Ryan R. Krause, be and the same is hereby employed as the Executive Director of the South Monmouth Regional Sewerage Authority pursuant to the terms and conditions of the written contract of employment attached hereto and made a part hereof during the term as contained therein.

BE IT FURTHER RESOLVED that the Chair of the Authority is authorized and directed to execute the employment agreement 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 09-14-17.

Mary L. Burke
MARY L. BURKE – VICE CHAIR