

RESOLUTION #87-14

2014 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #11-14 in the total amount of \$400,141.51 is hereby approved for transfer as follows:

1. That \$183,772.39 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all current year approved bills attached hereto and made a part thereof as of this date.
2. That \$216,369.12 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.

BE IT FURTHER RESOLVED, that NJEIT/SAIL Transfer #6 in the total amount of \$34,227.00 is hereby ratified as required by the terms of the NJEIT-Memorandum of Agreement and as unanimously approved by the South Monmouth Regional Sewerage Authority Board of Commissioners by virtue of Resolution #35-14.

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 11-13-14.

BY:



THOMAS B. NICOL - SECRETARY

2014 REVENUE FUND REQUISITION

Requisition #11-14

Total of Requisition: \$400,141.51

Date: November 13, 2014

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:



KEN FARRELL – CHAIRMAN

OR:

MICHAEL J. RUPPEL – ASSISTANT SECRETARY

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
Supplemental Information to Requisition # 11 - 14
12-Nov-14

Total amount of checks **127,308.45**

Plus:

| | |
|--|-----------|
| State Health Benefit Programs - Medical | 37,303.87 |
| State Health Benefit Programs - Rx | 9,746.30 |
| State Health Benefit Programs - Retirees | 6,625.39 |
| BC/BS - Dental Program | 2,144.16 |
| VSP - Eye Care | 644.22 |

| | |
|---|------------|
| Re-imburse SMRSA for October, 2014 Gross Payroll | 202,493.74 |
| Re-imburse SMRSA for October, 2014 Employer Portion Federal Payroll Taxes | 13,875.38 |

SUB - TOTAL **272,833.06**

Adjustments:

| |
|-------------|
| 0.00 |
| 0.00 |
| <u>0.00</u> |

SUB - TOTAL **0.00**

REQUESTED AMOUNT OF WIRE TRANSFER **400,141.51**

WIRE INSTRUCTIONS:

| | |
|----------------|-------------|
| A/P Checks | 127,308.45 |
| SHBP | 53,675.56 |
| Dental/ Vision | 2,788.38 |
| Adjustments | <u>0.00</u> |

TO OPERATING ACCOUNT **183,772.39**

| | |
|-------------------------|-------------|
| Payroll & Related Taxes | 216,369.12 |
| Adjustments | <u>0.00</u> |

TO PAYROLL ACCOUNT **216,369.12**

REQUETSED AMOUNT OF WIRE TRANSFER **400,141.51**

0.00

Range of Checking Accts: OPERATING to OPERATING Range of Check Ids: 14742 to 14814
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 |
|---------|------------|---|-------------|-------------------------|
| 14742 | 11/20/14 | ACCURAS0 ACCURATE WASTE REMOVAL SERVICE | 6,716.40 | 139 |
| 14743 | 11/20/14 | ADPINC50 ADP, LLC | 1,014.16 | 139 |
| 14744 | 11/20/14 | AEA00050 AEA | 1,980.00 | 139 |
| 14745 | 11/20/14 | ALLISO50 ALLISON PEST CONTROL | 60.00 | 139 |
| 14746 | 11/20/14 | ASBURY33 ASBURY PARK PRESS | 296.75 | 139 |
| 14747 | 11/20/14 | ASHOME50 A'S HOME & GARDEN CENTER | 337.79 | 139 |
| 14748 | 11/20/14 | BETSY50 BETSY CONDIOTTI & ASSOCIATES | 449.00 | 139 |
| 14749 | 11/20/14 | BIOTR50 BIOTRIAD ENVIRONMENTAL | 1,050.00 | 139 |
| 14750 | 11/20/14 | BOROUG24 BOROUGH OF BRIELLE | 130.00 | 139 |
| 14751 | 11/20/14 | BOROUG72 BOROUGH OF SPRING LAKE | 225.28 | 139 |
| 14752 | 11/20/14 | BOROUG84 BOROUGH OF SPRING LAKE HT | 243.75 | 139 |
| 14753 | 11/20/14 | BUJAK50 Bernard Bujak | 130.00 | 139 |
| 14754 | 11/20/14 | BURNEM50 BURNE, MARY L | 130.00 | 139 |
| 14755 | 11/20/14 | CAPITAL1 Capital One N.A. | 5,776.82 | 139 |
| 14756 | 11/20/14 | CITYIN50 CITY INDUSTRIAL SUPPLY CO,LLC | 893.14 | 139 |
| 14757 | 11/20/14 | CLAYTO50 CLAYTON BLOCK CO.INC. | 136.24 | 139 |
| 14758 | 11/20/14 | COAST50 COASTAL SOLUTIONS INC. | 226.40 | 139 |
| 14759 | 11/20/14 | COASTS50 COAST STAR | 56.48 | 139 |
| 14760 | 11/20/14 | CRYSTA50 CRYSTAL SPRINGS | 153.40 | 139 |
| 14761 | 11/20/14 | DUNPHE50 DUNPHEY-SMITH CO | 183.10 | 139 |
| 14762 | 11/20/14 | FALK500 FALKINBUREG TREE EXPERT CO LLC | 300.00 | 139 |
| 14763 | 11/20/14 | FARRELL Farrell, Ken | 130.00 | 139 |
| 14764 | 11/20/14 | FAZZIO50 Joseph Fazzio - wall LLC | 40.14 | 139 |
| 14765 | 11/20/14 | FERRA050 FERRAIOLI, WIELKOTZ, CERULLO, | 450.00 | 139 |
| 14766 | 11/20/14 | FIREST50 FIRESTONE COMPLETE AUTO CARE | 555.64 | 139 |
| 14767 | 11/20/14 | GRAING50 GRAINGER INC | 51.89 | 139 |
| 14768 | 11/20/14 | HARTER50 HARTER EQUIPMENT CO. | 1,675.00 | 139 |
| 14769 | 11/20/14 | HAYESP50 HAYES PUMP INC | 2,153.62 | 139 |
| 14770 | 11/20/14 | HUDSON50 Hudson Energy Services | 13,225.25 | 139 |
| 14771 | 11/20/14 | JAEGER50 JAEGER LUMBER | 28.59 | 139 |
| 14772 | 11/20/14 | JEMIND50 JEM INDUSTRIAL LLC | 532.00 | 139 |
| 14773 | 11/20/14 | JERSEY16 JERSEY CENTRAL POWER & LI | 9,970.56 | 139 |
| 14774 | 11/20/14 | KRAUSE50 Ryan Krause | 130.00 | 139 |
| 14775 | 11/20/14 | LERTCH50 LERTCH DISPOSAL | 468.50 | 139 |
| 14776 | 11/20/14 | LOWES055 LOWE'S BUSINESS ACCT/GECRB | 396.72 | 139 |
| 14777 | 11/20/14 | LUBENG01 LUBRICATION ENGINEERS INC | 198.80 | 139 |
| 14778 | 11/20/14 | MACLEA50 MACLEARIE PRINTING LLC | 18.00 | 139 |
| 14779 | 11/20/14 | MANAS50 MANASQUAN GENERATOR | 360.00 | 139 |
| 14780 | 11/20/14 | MANNAB50 MANNA & BONELLO P.A. | 2,342.50 | 139 |
| 14781 | 11/20/14 | METTLE50 METTLER-TOLEDO INC. | 372.90 | 139 |
| 14782 | 11/20/14 | MILLER50 MILLER, SUSAN | 486.32 | 139 |
| 14783 | 11/20/14 | MONARCH5 MONARACH ELECTRIC COMPANY | 19.38 | 139 |
| 14784 | 11/20/14 | MONMOU32 MONMOUTH COUNTY TREASURER | 1,163.59 | 139 |
| 14785 | 11/20/14 | MONMOU64 MONMOUTH TELECOM | 454.87 | 139 |
| 14786 | 11/20/14 | MRKEY005 MR KEYS, INC | 200.00 | 139 |
| 14787 | 11/20/14 | NJDIVM50 NJ MOTOR VEHICLES COMMISSION | 151.00 | 139 |
| 14788 | 11/20/14 | NJNATL33 NJ NAT'L GAS | 665.03 | 139 |
| 14789 | 11/20/14 | ONECAL55 ONE CALL CONCEPTS | 217.22 | 139 |
| 14790 | 11/20/14 | PANTEK50 PANTek Technologies, LLC | 261.00 | 139 |
| 14791 | 11/20/14 | PATROC50 PMR Building Maintenance, LLC | 340.00 | 139 |
| 14792 | 11/20/14 | PREMIER5 Premier Magnesia, LLC | 15,670.11 | 139 |

| Check # | Check Date | Vendor | Amount Paid | Reconciled/Void | Ref Num |
|---------|------------|------------------------------------|-------------|-----------------|---------|
| 14793 | 11/20/14 | QCLAB050 QC LABORATORIES | 1,974.00 | | 139 |
| 14794 | 11/20/14 | RAYSS0 RAYS SERVICE CENTER | 272.76 | | 139 |
| 14795 | 11/20/14 | RUPPEL66 RUPPEL, MICHAEL | 130.00 | | 139 |
| 14796 | 11/20/14 | SAFETY66 SAFETY KLEEN CORP | 626.84 | | 139 |
| 14797 | 11/20/14 | SBPIN005 SBP INDUSTRIES, INC | 237.50 | | 139 |
| 14798 | 11/20/14 | SEABOA66 SEABOARD WELDING SUPPLY | 69.00 | | 139 |
| 14799 | 11/20/14 | SEABRE50 SEA BREEZE FORD INC. | 72.89 | | 139 |
| 14800 | 11/20/14 | STEVEN50 STEVENSON SUPPLY CO INC | 5,144.80 | | 139 |
| 14801 | 11/20/14 | STONYB55 STONY BROOK REGIONAL | 8,347.25 | | 139 |
| 14802 | 11/20/14 | SUBURB50 SUBURBAN PROPANE | 36.27 | | 139 |
| 14803 | 11/20/14 | TAYLOR50 TAYLOR HARDWARE STORE | 732.28 | | 139 |
| 14804 | 11/20/14 | UNIVAR50 UNIVAR USA INC | 15,951.43 | | 139 |
| 14805 | 11/20/14 | VANWIC50 VAN WICKLE AUTO SUPPLY | 328.53 | | 139 |
| 14806 | 11/20/14 | VERIWIRE Verizon Wireless | 811.80 | | 139 |
| 14807 | 11/20/14 | VERIZO25 VERIZON | 579.17 | | 139 |
| 14808 | 11/20/14 | WASTEM50 WASTE MANAGEMENT OF NJ | 270.28 | | 139 |
| 14809 | 11/20/14 | WILLEV50 WILLEVER, CHARLES | 130.00 | | 139 |
| 14810 | 11/20/14 | WORKNG50 WORK 'N GEAR | 165.00 | | 139 |
| 14811 | 11/20/14 | WRIGHT50 WEX Bank - WrightExpress | 1,000.09 | | 139 |
| 14812 | 11/20/14 | XYLEM50 XYLEM DEWATERING SOLUTIONS | 15,309.30 | | 139 |
| 14813 | 11/20/14 | ZEPMAN50 ZEP MANUFACTURING CO. | 1,057.04 | | 139 |
| 14814 | 11/20/14 | ZINKCO50 ZINK COMPANY LLC, JOHN | 844.88 | | 139 |

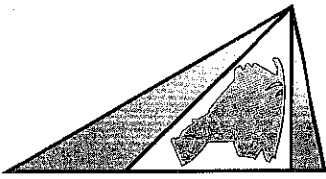
| Report Totals | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|-------------|-------------|--------------------|--------------------|
| Checks: | 73 | 0 | 127,308.45 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 73 | 0 | 127,308.45 | 0.00 |

| Totals by Year-Fund Fund Description | Fund | Expend Total | Revenue Total | G/L Total | Total |
|---|------|-------------------|---------------|-------------|-------------------|
| | 4-01 | 127,308.45 | 0.00 | 0.00 | 127,308.45 |
| Total of All Funds: | | <u>127,308.45</u> | <u>0.00</u> | <u>0.00</u> | <u>127,308.45</u> |

| Totals by Fund | | | | | |
|---------------------|------|-------------------|---------------|-------------|-------------------|
| Fund Description | Fund | Expend Total | Revenue Total | G/L Total | Total |
| | 01 | 127,308.45 | 0.00 | 0.00 | 127,308.45 |
| Total of All Funds: | | <u>127,308.45</u> | <u>0.00</u> | <u>0.00</u> | <u>127,308.45</u> |

S. MONMOUTH REGIONAL SEWERAGE AUTHORITY
Breakdown of Expenditure Account Current/Prior Received/Prior Open

| Fund Description | Fund | Current | Prior Rcvd | Prior Open | Paid Prior | Fund Total |
|---------------------|------|-------------------|-------------|-------------|-------------|-------------------|
| | 4-01 | 127,308.45 | 0.00 | 0.00 | 0.00 | 127,308.45 |
| Total of All Funds: | | <u>127,308.45</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>127,308.45</u> |



**SOUTH MONMOUTH REGIONAL
SEWERAGE AUTHORITY**

www.smrsa.org

MICHAEL J. RUPPEL
Executive Director

1235 18th Ave
Belmar, NJ 07719
732-681-0611

November 17, 2014

Emailed: caroline.hunter@usbank.com

Ms. Caroline Hunter
US Bank
Two Liberty Place, Suite 2000
50 South 16th Street, 20th Floor
Philadelphia, PA 19102

RE: Revenue Fund Account Transfer -- Requisition # 11-14

Dear Caroline,

Accept this letter as written authorization to initiate and complete on **November 19, 2014** the following wire transfers to satisfy all known calendar year 2014 operating expenses approved at the SMRSA Regular Meeting held on **November 13, 2014**.

1. Wire transfer \$183,772.39 to the SMRSA Ocean First Operating Account.
2. Wire transfer \$216,369.12 to the SMRSA Ocean First Payroll Account.

Thank you for your assistance in this matter. If you have any questions or need additional information, please feel free to contact me at 732-681-0611.

Sincerely,


Bernard J. Bujak
Finance & Administration Manager

BJB:cb

Enclosures:
2014 Requisition and Bill List

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The South Monmouth Regional Sewerage Authority is a nationally recognized agency in pollution abatement. In 2010 the Authority placed into service the first Combined Heat and Power Co-Generation System at a wastewater facility in Monmouth County, New Jersey. As a result its user base is realizing reductions in annual electrical energy cost of nearly 60 percent, and reductions in thermal energy cost at nearly 95 percent. The Authority encourages its system users, affiliated agencies, students and the public at large to arrange a tour of our facility by visiting www.smrsa.org.

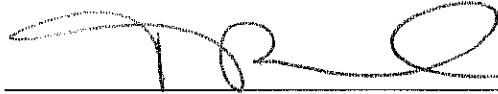
MEMBER TOWNS Belmar Brielle Lake Como Manasquan Sea Girt Spring Lake Spring Lake Heights Wall Township

RESOLUTION #88-14

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #11-14 and totaling \$144,872.10 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 11-13-14.



THOMAS B. NICOL - SECRETARY

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

Requisition No. CPF #11-14
Date: November 13, 2014

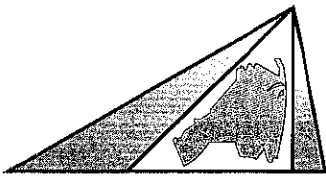
| <u>Payee and Address</u> | <u>Character of Obligation</u> | <u>Amount</u> |
|---|---|----------------------|
| C.M.E. Associates 3141 Bordentown Avenue Parlin, New Jersey 08859 Attn: Amy Terhune | Lake Como – Construction Phase Resolution #64-13 Invoice No. 0166359 | \$ 3,316.00 |
| Quad Construction Company 732 Eayrestown Road Lumberton, NJ 08048 Attn: Carl Sparano | Lake Como PS Construction Resolution # 92-13 Application #7 thru 10/31/14 | \$ 141,556.10 |
| | TOTAL | \$ 144,872.10 |

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 AND REVENUE 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

BY: _____

MICHAEL MATTIA - TREASURER



**SOUTH MONMOUTH REGIONAL
SEWERAGE AUTHORITY**

www.smrsa.org

MICHAEL J. RUPPEL
Executive Director

1235 18th Ave
Belmar, NJ 07719
732-681-0611

November 17, 2014

Emailed: caroline.hunter@usbank.com

Ms. Caroline Hunter
US Bank
Two Liberty Place, Suite 2000
50 South 16th Street, 20th Floor
Philadelphia, PA 19102

RE: Construction Project Fund Requisition #11-14 – \$144,872.10

Dear Caroline,

Enclosed please find the above-referenced Construction Project Fund Requisition which was approved for payment by the Authority at its regular meeting, held on **November 13, 2014**. Payment of these bills should be made on **November 19, 2014** and disbursed from the SMRSA Series 2011 Project Fund.

Please have the check for Quad Construction Company in the amount of \$141,556.10 sent to the South Monmouth Regional Sewerage Authority, 1235 18th Avenue, Belmar, NJ 07719.

Thank you for your assistance in this matter. If you have any questions or need additional information, please feel free to contact me at 732-681-0611.

Regards,


Bernard J. Bujak
Finance & Administration Manager

BJB/cb
Enclosure

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The South Monmouth Regional Sewerage Authority is a nationally recognized agency in pollution abatement. In 2010 the Authority placed into service the first Combined Heat and Power Co-Generation System at a wastewater facility in Monmouth County, New Jersey. As a result its user base is realizing reductions in annual electrical energy cost of nearly 60 percent, and reductions in thermal energy cost at nearly 95 percent. The Authority encourages its system users, affiliated agencies, students and the public at large to arrange a tour of our facility by visiting www.smrsa.org.

MEMBER TOWNS Belmar Brielle Lake Como Manasquan Sea Girt Spring Lake Spring Lake Heights Wall Township

RESOLUTION #89-14

Resolution Amending the Authority's Deferred Compensation Plan to Include Wealth Management Services – Investment Option

WHEREAS, in 1983 the South Monmouth Regional Sewerage Authority established a Deferred Compensation Program for its employees, pursuant to Section 457 of the Internal Revenue Code of 1954, as amended, and Public Law 1977, c. 381, and Public Law, c. 78, and Public Law 1983, c. 305 amending N.J.S.A. 43-15-1 et. Seq., of the State of New Jersey; and

WHEREAS, by virtue of Resolution #67-93 the Authority entered into a contract with H.C. Copeland and Associates Inc. to act in the capacity of Deferred Compensation Plan Administrative Contractor; and

WHEREAS, subsequent to that time public law has provided for numerous revisions and enhancements to said plan including but not limited to a Wealth Management Services – Investment Option; and

WHEREAS, since that time H.C. Copeland has been absorbed into Metlife Securities, a division of the Metlife Company; and

WHEREAS, SMRSA management has discussed the Wealth Management Option with its Plan Administrator Contractor and reviewed same with the its Auditing Firm who concur offering this option is in the best of the Authority's employees, and

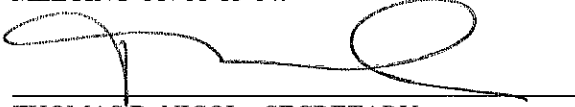
WHEREAS, employee participation in the program will remain voluntary and the Authority or its employees will not be required to pay any sum whatsoever for said services with an express condition, as set forth, which limits remuneration to commissions or other compensations realized from the investment of funds with third party participants other than the Authority or its employees.

NOW, THEREFORE, BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby authorizes the Executive Director to amend the Authority's Deferred Compensation Plan with Metlife Securities to include to a Wealth Management Services – Investment Option.

BE IT FURTHER RESOLVED that the Executive Director be and is hereby authorized and directed to execute said amendment on behalf of the Authority.

BE IT FURTHER RESOLVED that the Authority's Deferred Compensation Plan with Metlife Securities to include to a Wealth Management Services – Investment Option attached hereto and made a part hereof by reference be and is hereby approved.

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 11-13-14.


THOMAS B. NICOL - SECRETARY



"Wealth Management Services"
 Investment Option Setup & Authorization Form
 FOR USE WITH Non-ERISA PLANS

| | | | |
|---------------------|---|-----------------|-------|
| Employer | SOUTH MONMOUTH SEWERAGE AUTHORITY | | |
| Plan Name | SOUTH MONMOUTH SEWERAGE AUTHORITY | | |
| Plan Account Number | 1014937-01 | Plan Year End: | 12/31 |
| Employer Tax ID No. | 22-1934703 | Plan/Trust EIN: | |
| Employer Contact | Name: | Title: | |
| Email Address | | Phone No: | |
| Mailing Address | 1235 18 TH Avenue, Belmar, NJ 07719 | | |
| Trustee/Custodian | "Trustee" Reliance Trust Co | | |
| RTC Master A/C # | Internal Use | Asset Value: | |
| Plan type | Established under Internal Revenue Code Section: (check one): <input type="checkbox"/> 403(b) <input checked="" type="checkbox"/> 457(b) <input type="checkbox"/> 415(m) | | |

Parties to receive Annual Trust Statements:

Plan Sponsor / Employer

Other (please provide mailing information below)

Reliance Trust Co _____
 1100 Abernathy Road _____
 Atlanta, GA 30328 _____

Metropolitan Life Insurance Company, MetLife Securities, Inc.* and their affiliates (together referred to herein as "MetLife") will make Wealth Management Services Fund Select Program ("WMS") available to participants in certain retirement plans and plans of deferred compensation that are maintained under various sections of the Internal Revenue Code of 1986, as amended (the "Code"), if authorized by the Employer. If the Employer authorizes MetLife to make WMS available to participants in the Plan identified above (the "Plan"), WMS will be provided only to those participants who enter a Wealth Management Services Investment Account Application & Agreement ("IAAA") that incorporates the terms and conditions of the Wealth Management Services Fund Select/Fund Select Premier Investment Management Agreement ("IMA") and the Brokerage Account Agreement and the Supplement to the IMA (together referred to as the "WMS Agreement") with MetLife Securities, Inc. and Lockwood Advisors Inc.** to establish a WMS account and a brokerage account for the purpose of obtaining WMS (together referred to as the "WMS Account"). WMS will be provided in accordance with the WMS Agreement and only with respect to assets held from time to time in such WMS Account. WMS will not be provided to the participant with respect to any other Plan account investments. However, the WMS Account may only be funded with amounts transferred from the participant's Plan account that is in the core mutual funds portion of the Plan account. Accordingly, in order to offer WMS in the Plan, the Employer must make mutual funds available as a Plan investment option. *WMS Accounts in a plan are restricted to mutual funds.*

* Securities products and investment advisory services offered through MetLife Securities, Inc., member FINRA/SIPC, and a registered investment adviser. ** Lockwood Advisors Inc. is an unaffiliated third party investment adviser who provides certain investment advisory services with respect to WMS in accordance with the IAAA and the IMA.

WEALTH MANAGEMENT SERVICES ACCOUNTS

- MSI will charge each WMS Account an annual fee determined in the WMS Agreement, redeemed quarterly from the WMS Account balance. These fees are in addition to other fees, if any, that MetLife may charge a participant's Plan account for recordkeeping and administrative services with respect to the participant's other Plan account investments.
 - A participant must keep at least \$2,500 of his or her Plan account balance in core mutual funds.
 - Minimum transfer into the WMS Account: \$50,000 initial transfer.
 - Transfers out of the WMS Account into the mutual funds portion of the Plan account are subject to transfer fees and other fees and expenses described in the WMS Agreement.
-

EMPLOYER APPROVAL

Employer acknowledges that MetLife has provided the Employer with the following documents and agreements that will be provided to Plan participants with respect to WMS and are annexed hereto (together with this Setup & Authorization and the annexed Letter of Instruction, the "WMS Materials"):

- Supplement to Fund Select/Fund Select Premier Investment Management Agreement
- Wealth Management Services Investment Account Application & Agreement
- Wealth Management Services Disclosure Booklet

The Employer has carefully reviewed the WMS Materials and understands them, and authorizes and directs (1) MetLife to offer WMS to Plan participants, and (2) Reliance Trust Company to permit transfers into and from WMS Accounts and to include the balance of WMS Accounts as part of a Plan participant's, beneficiary's, or alternate payee's Plan account balance, all in accordance with the WMS Materials. The Employer acknowledges and confirms to MetLife that (1) the Plan is a retirement plan under section 403(b), 457(b) or 415(m) of the Code and is not subject to ERISA, (2) the Employer is an organization that is eligible under the Code to make such a retirement plan available to its employees and is authorized to select the funding options that will be made available to participants in the Plan, including the availability of WMS Accounts, and (3) it is the Employer's responsibility to ensure that these representations are effective as long as WMS Accounts are made available under the Plan and to notify MetLife immediately if any event or circumstance results in the Employer's inability to make any of them. The Plan provides the WMS Account as a Plan investment option available to all eligible participants, beneficiaries, and alternate payees with a Plan account balance of at least \$52,500. The Employer consulted its own counsel to the extent it considered prudent. Neither MetLife nor any affiliate gave the Employer any investment, tax, or legal advice.

_____ Date: _____

Authorized Signature on behalf Employer

Name (please print): _____

**LETTER OF INSTRUCTION REGARDING
SELF-DIRECTED BROKERAGE ACCOUNT**

SOUTH MONMOUTH SEWERAGE AUTHORITY has elected to offer Wealth Management Services ("WMS") Accounts to participants in the SOUTH MONMOUTH SEWERAGE AUTHORITY Plan (the "Plan");

Partial Liquidation Authorization

If the participant has not complied with a request from MetLife to transfer money from their WMS Account to their core account in the Plan, the Employer hereby instructs MetLife Securities, Inc. ("MSI") to liquidate the participant's WMS Account and subsequently transfer the amount necessary from the funds available in the participant's WMS Account to the core account for one of the following reasons:

- 1) to fund a required minimum distribution under Section 401(a)(9) of the Internal Revenue Code of 1986, as amended and Treasury regulations promulgated thereunder (the "Code");
- 2) to comply with requirements of a Domestic Relations Order (DRO) within the meaning of the Code;
- 3) to fund a processing error,
- 4) to make corrective distribution, or
- 5) for the collection of Plan or core account-related fees.

If it is necessary to liquidate assets in the participant's WMS Account and the participant fails to provide liquidation instructions, the Employer may provide written instructions to MSI identifying the specific assets and the number of shares or units to be liquidated. Alternatively, the Employer may provide instructions to fully liquidate a participant's WMS Account, terminate the WMS Agreement, and restrict WMS Accounts from further use by the participant. If partial liquidation instructions are not provided by the Employer or the participant and funding is required for the above-stated reasons, Employer hereby authorizes MetLife to direct MSI to fully liquidate the participant's WMS Account, move the proceeds to the core account and process the appropriate payment.

Full Liquidation Authorization

The Employer for the Plan hereby instructs MSI to fully liquidate a participant's WMS Account, terminate the WMS Agreement, and restrict WMS Accounts from further use by the participant for one of the following reasons:

- A) Upon notification of the death of a participant, unless the Plan allows in-kind transfers of WMS Account assets and the beneficiary has selected this option; or
- B) When the participant's account is to be 100% liquidated due to the Plan's de minimus payout requirements.

Additional fees and charges may be assessed by MSI for any liquidation of, and the transfer of, funds from the WMS Account to the core account in accordance with the terms of the WMS Account agreement.

The Employer represents that they have received and acknowledges the requirements set forth in the Self-Directed Brokerage Account Policies and Procedures, and the Employer also represents that they have authorized to give MetLife this Letter of Instruction and any instructions provided pursuant to it.

Employer's Signature

Date

RESOLUTION #90-14

Resolution Appointing a Plan Administrator to the South Monmouth Regional Sewerage Authority Deferred Compensation Plan

WHEREAS, the South Monmouth Regional Sewerage Authority has established a Deferred Compensation Program for its employees, pursuant to Section 457 of the Internal Revenue Code of 1954, as amended, and Public Law 1977, c. 381, and Public Law, c. 78, and Public Law 1983, c. 305 amending N.J.S.A. 43-15-1 et. Seq., of the State of New Jersey; and

WHEREAS, the aforesaid statutes require the appointment of a plan administrator.

NOW, THEREFORE, BE IT RESOLVED that the South Monmouth Regional Sewerage Authority hereby appoints and designates, effective immediately Bernard J. Bujak, Finance and Administration Manager as the Primary Plan Administrator and Michael J. Ruppel, Executive Director as the Secondary Plan Administrator for the South Monmouth Regional Sewerage Authority Deferred Compensation Plan, to administer all aspects of said plan in conjunction with the Administrative Contractor appointed by 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 11-13-14.



THOMAS B. NICOL - SECRETARY