

RESOLUTION #97-16

2016 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #12-16 in the total amount of \$313,070.94 is hereby approved for transfer as follows:

1. That \$182,909.64 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 \$130,161.30 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 12-08-16.

BY:



MARY L. BURNE - SECRETARY

2016 REVENUE FUND REQUISITION

Requisition #12-16

Total of Requisition: \$313,070.94

Date: December 8, 2016

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:



THOMAS B. NICOL - CHAIRMAN

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
Supplemental Information to Requisition # 12 - 16
8-Dec-16

Total amount of checks 118,341.50

Plus:

State Health Benefit Programs - Medical	34,326.72
State Health Benefit Programs - Rx	8,547.78
State Health Benefit Programs - Retirees	19,327.32
BC/BS - Dental Program	1,750.00
VSP - Eye Care	616.32

Re-imburse SMRSA for November, 2016 Gross Payroll	122,023.95
Re-imburse SMRSA for November, 2016 Employer Portion Federal Payroll Taxes	8,137.35

SUB - TOTAL 194,729.44

Adjustments:

0.00
<u>0.00</u>

SUB - TOTAL 0.00

REQUESTED AMOUNT OF WIRE TRANSFER 313,070.94

WIRE INSTRUCTIONS:

A/P Checks	118,341.50
SHBP	62,201.82
Dental/ Vision	2,366.32
Adjustments	<u>0.00</u>

TO OPERATING ACCOUNT 182,909.64

Payroll & Related Taxes	130,161.30
Adjustments	<u>0.00</u>

TO PAYROLL ACCOUNT 130,161.30

REQUETSED AMOUNT OF WIRE TRANSFER 313,070.94
0.00

Range of Checking Accts: OPERATING to OPERATING Range of Check Ids: 16374 to 16437
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
16374	12/15/16	ACCURA50 ACCURATE WASTE REMOVAL SERVICE	9,111.60	173
16375	12/15/16	ADPINC50 ADP, LLC	781.46	173
16376	12/15/16	ADVANTAG Advantage Voice & Data, LLC	150.00	173
16377	12/15/16	ALLISO50 ALLISON PEST CONTROL	60.00	173
16378	12/15/16	ALLMA005 ALLMAX SOFTWARE, INC	6,533.25	173
16379	12/15/16	ASBURY33 ASBURY PARK PRESS	136.00	173
16380	12/15/16	ATLANT59 ATLANTIC IRRIGATION INC	17.30	173
16381	12/15/16	BELMAR33 BELMAR PAINT	42.97	173
16382	12/15/16	BETSY50 BETSY CONDIOTTI & ASSOCIATES	394.45	173
16383	12/15/16	BOROUG24 BOROUGH OF BRIELLE	300.53	173
16384	12/15/16	BOROUG48 BOROUGH OF MANASQUAN	137.00	173
16385	12/15/16	BOROUG60 BOROUGH OF SEA GIRT	62.20	173
16386	12/15/16	BUJAK50 Bernard Bujak	846.12	173
16387	12/15/16	CAPITAL1 Capital One N.A.	3,752.39	173
16388	12/15/16	CLEARY50 Cleary, Giacobbe, Alfieri Jaco	272.40	173
16389	12/15/16	COAST50 COASTAL SOLUTIONS INC.	1,119.50	173
16390	12/15/16	COLEP005 COLE-PARMER	192.54	173
16391	12/15/16	CRYSTA50 CRYSTAL SPRINGS	61.44	173
16392	12/15/16	DAFELD50 DafeIdecker Associates, LLC	240.00	173
16393	12/15/16	DIFI50 D-FI PRODUCTIONS INC	180.00	173
16394	12/15/16	EDWARD50 EDWARDS TIRE CO.	609.80	173
16395	12/15/16	FAZZIO50 Joseph Fazzio - Wall LLC	102.96	173
16396	12/15/16	FERRA050 FERRAIOLI, WIELKOTZ, CERULLO,	1,425.00	173
16397	12/15/16	GRAING50 GRAINGER INC	2,207.75	173
16398	12/15/16	JAEGE50 JAEGER LUMBER	124.97	173
16399	12/15/16	JERSEY16 JERSEY CENTRAL POWER & LI	17,152.34	173
16400	12/15/16	MANNAB50 MANNA & BONELLO P.A.	1,843.00	173
16401	12/15/16	MERID005 MERIDIAN OCCUPATIONAL HEALTH	2,250.00	173
16402	12/15/16	METTLE50 METTLER-TOLEDO INC.	258.00	173
16403	12/15/16	MIHALK50 MIHALKO, JOHN	629.40	173
16404	12/15/16	MILLER50 MILLER, SUSAN	1,169.85	173
16405	12/15/16	MONARCH5 MONARACH ELECTRIC COMPANY	601.28	173
16406	12/15/16	MONMOU32 MONMOUTH COUNTY TREASURER	828.40	173
16407	12/15/16	MONMOU64 MONMOUTH TELECOM	442.24	173
16408	12/15/16	NJNATL33 NJ NAT'L GAS	589.63	173
16409	12/15/16	ONECAL55 ONE CALL CONCEPTS	236.25	173
16410	12/15/16	OPTIM005 OPTIMUM	420.19	173
16411	12/15/16	PATROC50 PMR Building Maintenance, LLC	425.00	173
16412	12/15/16	PETTYC50 PETTY CASH - B. BUJAK	175.74	173
16413	12/15/16	PHILLI50 PHILLIPS, JOHN F	1,258.00	173
16414	12/15/16	PREMIER5 Premier Magnesia, LLC	16,346.92	173
16415	12/15/16	PURCH33 PURCHASE POWER PROC	1,019.99	173
16416	12/15/16	QLLAB050 QC/EUROFINS QC, Inc.	1,895.00	173
16417	12/15/16	ROBERT50 ROBERTS, ROSEMARIE	629.40	173
16418	12/15/16	ROOT2005 ROOT 24 HRS, INC	6,375.00	173
16419	12/15/16	RUBBER50 RUBBER SUPPLY CO	1,205.00	173
16420	12/15/16	SEABOA66 SEABOARD WELDING SUPPLY	75.00	173
16421	12/15/16	SHINN50 Shinn Cranes	760.00	173
16422	12/15/16	SHORE50 SHORE BUSINESS SOLUTIONS	105.58	173
16423	12/15/16	SMRSA550 SMRSA SPECIAL OPERATING	737.29	173
16424	12/15/16	STONYB55 STONY BROOK REGIONAL	2,891.00	173

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
16425	12/15/16	SWEETS50 SWEET, SHIRLEY	629.40		173
16426	12/15/16	TAYLOR50 TAYLOR HARDWARE STORE	145.31		173
16427	12/15/16	UNITED01 UNITED RENTALS	3,379.21		173
16428	12/15/16	UNIVAR50 UNIVAR USA INC	18,923.06		173
16429	12/15/16	VANWIC50 VAN WICKLE AUTO SUPPLY	491.21		173
16430	12/15/16	VERIWIRE Verizon Wireless	1,220.03		173
16431	12/15/16	VERIZO25 VERIZON	660.39		173
16432	12/15/16	WALLTO50 WALL TOWNSHIP WATER/SEWER	624.41		173
16433	12/15/16	WALSH55 Walsh, Francis	1,258.80		173
16434	12/15/16	WASTEM50 WASTE MANAGEMENT OF NJ	362.23		173
16435	12/15/16	WATERE66 WATER ENVIRONMENT FED.	103.00		173
16436	12/15/16	WINTER50 WINTERSTELLA, JOHN L	629.40		173
16437	12/15/16	WRIGHT50 WEX Bank - WrightExpress	733.92		173


Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	64	0	118,341.50	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>64</u>	<u>0</u>	<u>118,341.50</u>	<u>0.00</u>

RESOLUTION #98-16

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #12-16 and totaling \$6,089.74 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 12-08-16



MARY L. BURNE - SECRETARY

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

Requisition No. CPF #12-16
Date: December 8, 2016

<u>Payee and Address</u>	<u>Character of Obligation</u>	<u>Amount</u>
N.J.E.I.T. 3131 Princeton Pike Bldg. 4; Suite 216 Lawrenceville, NJ 08648 Attn: Chief Budget Officer	Admin of Engineering Consulting Services -- Belmar PS Resolution #08-14 Progress Payment # 02	\$ 3,309.74
Oaktree Sheds and Gazebos 942 Highway 33 West Monroe, NJ 08831 Attn: Linda Albrecht	Poly Park Benches Belmar Pump Station Invoice 2016-100416 dtd 10/04/2016	\$ <u>2,780.00</u>
	TOTAL	\$ 6,089.74

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

BY: 
E. GENE CORY -- TREASURER

RESOLUTION # 99-16

Resolution Ratifying the Action of the Executive Director in Establishing the Temporary Position of Interim Systems Support Manager

WHEREAS, the South Monmouth Regional Sewerage Authority (Authority) in meeting its mission of abating pollution has put in place varying and different levels of infrastructure to properly collect, handle, treat and dispose of waste streams generated by its member municipalities; and

WHEREAS, the Authority has from its inception developed internal policies, procedures and staffing requirements to insure the overall integrity of its operations and maintenance of said structure; and

WHEREAS, both staff and the Authority's Board of Commissioners from time to time review, adjust and/or modify its staffing needs and positions based upon current operating and maintenance conditions as well as current regulatory requirements; and

WHEREAS, the Authority has discussed the pending retirement of the Authority's current Systems Support Manager; and

WHEREAS, it is the intent of the Authority to implement its succession plan for the Systems Support Manager position thereby avoiding loss of job knowledge, allow for the introduction of new and different scopes of responsibility as well as foster changes; and

WHEREAS, the Executive Director and the Human Resource Committee have met for the purpose of discussing the Systems Support Manager position and its succession plan; and

WHEREAS, the Executive Director and Human Resource Committee have made recommendation to the Board of Commissioners that it is in the best interest of serving the Authority's mission to create a temporary position of Interim Systems Support Manager; and

WHEREAS, the temporary position of Interim Systems Support Manager is created exclusively for the purpose of transitioning responsibilities from the current Systems Support Manager to a new one.

NOW THEREFORE BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the recommendation of the Human Resource Committee and the action of the Executive Director in creating the position of Interim Systems Support Manager for the period beginning January 2017 is approved.

BE IT FUTHER RESOLVED that the Executive Director is herein directed to put in place any and all administrative requirements necessary to effect said position.

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 12-08-16.



MARY L. BURNE-SECRETARY

RESOLUTION # 100-16

Resolution Ratifying an Offer of Employment to Mr. William Apuzzo as an Interim Systems Support Manager

WHEREAS, the South Monmouth Regional Sewerage Authority has discussed the pending retirement of the Authority's current Systems Support Manager effective within a two-year period; and

WHEREAS, it is the intent of the Authority to implement its succession plan for the Systems Support Manager position thereby avoiding loss of job knowledge, allow for the introduction of new and different scopes of responsibility as well as foster changes; and

WHEREAS, the Board of Commissioners at a Regularly Scheduled Open Public Meeting of December 8, 2016 unanimously approved Resolution #99-16 establishing the position of Temporary Interim Systems Support Manager; and

WHEREAS, the Executive Director has consulted with Department Managers that the need exists to fill the vacancy of Interim Systems Support Manager; and

WHEREAS, the Executive Director and the Human Resource Committee have met for the purpose of discussing this position and list of potential candidates; and

WHEREAS, after considering all potential internal and external candidates, the Executive Director recommends Mr. William Apuzzo of Brick, New Jersey possessing sixteen years related experience including thirteen years of direct industry related experience to be duly qualified to fill the position; and

WHEREAS, the Executive Director has indicated that the selection process in fact complied with the established rules for hiring employees as set forth in the Policy and Procedures Manual of the Authority and has made an offer of employment effective January 3, 2017; and

WHEREAS, the Executive Director and the Human Resource Committee have made recommendation to the Board of Commissioners that it is in the best interest of the Authority to hire Mr. William Apuzzo to the position of Interim Systems Support Manager effective January 3, 2017.

NOW THEREFORE BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the recommendation of the Human Resource Committee and the action of the Executive Director in hiring Mr. William Apuzzo to the position of Interim Systems Support Manager effective January 3, 2017 at an annual salary of \$85,000.00.

BE IT FURTHER RESOLVED as set forth in the Policy and Procedure Manual this hire will be subject to an initial employment probation period of not less than three (3) months or more than four (4) as determined by the Executive Director.

LASTLY BE IT RESOLVED that the Executive Director is herein directed to put in place any and all administrative requirements necessary to effect said position.

CERTIFIED TO BE A TRUE COPY OF RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 12-08-16.


MARY L. BURNE - SECRETARY

RESOLUTION #101-16

Resolution Ratifying an Offer of Employment to Mr. Kevin Wuchter For the Apprentice II Vacancy

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

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


WHEREAS, the Executive Director and staff have decided Mr. Kevin Wuchter is qualified and interested in the position of Apprentice II; and

WHEREAS, Mr. Wuchter of Howell, New Jersey was found to be duly qualified and ranked as the top rated candidate by the Executive Director; and

WHEREAS, the Executive 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 effective January 3, 2017.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby ratifies the actions of the Executive Director and authorizes the hiring of Mr. Kevin Wuchter as Apprentice II at a starting salary of \$18.73 per hour effective Tuesday, January 3, 2017. The new hire is considered a probationary employee for the first ninety (90) days of his continuous employment as per Union Contract, Article XI.

CERTIFIED TO BE A TRUE COPY OF RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 12-08-16.



MARY L. BURNE - SECRETARY

RESOLUTION # 102-16

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

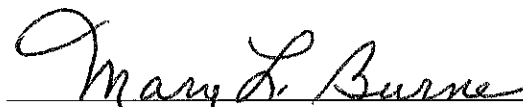
WHEREAS, The Finance Officer has certified that there are sufficient funds available to pay the compensation for said services according to N.J.A.C. 5:30-5.4.

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 12-08-16.



MARY L. BURGE – SECRETARY