

RESOLUTION #53-16

2016 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #06-16 in the total amount of \$338,702.89 is hereby approved for transfer as follows:

1. That \$204,759.10 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 \$133,943.79 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 06-09--16.

BY:



MARY L. BURNE - SECRETARY

2016 REVENUE FUND REQUISITION

Requisition #06-16

Total of Requisition: \$338,702.89

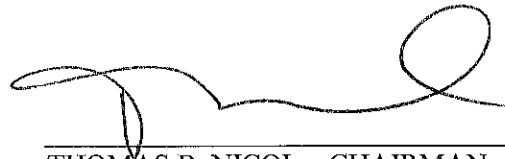
Date: June 9, 2016

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:

A handwritten signature in black ink, appearing to read 'Thomas B. Nicol', written over a horizontal line.

THOMAS B. NICOL – CHAIRMAN

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
Supplemental Information to Requisition # 06 - 16
8-Jun-16

Total amount of checks **120,134.30**

Plus:

State Health Benefit Programs - Medical	37,498.00
State Health Benefit Programs - Rx	9,334.14
State Health Benefit Programs - Retirees	35,244.92
BC/BS - Dental Program	1,880.06
VSP - Eye Care	667.68

Re-imburse SMRSA for May, 2016 Gross Payroll	124,699.60
Re-imburse SMRSA for May, 2016 Employer Portion Federal Payroll Taxes	9,244.19

SUB - TOTAL **218,568.59**

Adjustments:

0.00
0.00
<u>0.00</u>

SUB - TOTAL **0.00**

REQUESTED AMOUNT OF WIRE TRANSFER **338,702.89**

WIRE INSTRUCTIONS:

A/P Checks	120,134.30
SHBP	82,077.06
Dental/ Vision	2,547.74
Adjustments	<u>0.00</u>

TO OPERATING ACCOUNT **204,759.10**

Payroll & Related Taxes	133,943.79
Adjustments	<u>0.00</u>

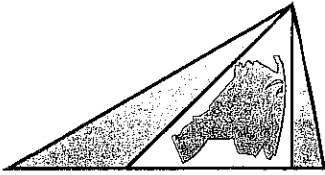
TO PAYROLL ACCOUNT **133,943.79**

REQUETSED AMOUNT OF WIRE TRANSFER **338,702.89**

Range of Checking Accts: OPERATING to OPERATING Range of Check Dates: 06/16/16 to 06/16/16
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
OPERATING					
16004	06/16/16	Alignment Check		VOID	
16005	06/16/16	ACCURA50 ACCURATE WASTE REMOVAL SERVICE	6,141.70		166
16006	06/16/16	ADPINC50 ADP, LLC	741.85		166
16007	06/16/16	ASBURY33 ASBURY PARK PRESS	57.50		166
16008	06/16/16	ASHOME50 A'S HOME & GARDEN CENTER	32.45		166
16009	06/16/16	BELMAR33 BELMAR PAINT	12.04		166
16010	06/16/16	BIOTR50 BIOTRIAD ENVIRONMENTAL	1,050.00		166
16011	06/16/16	BOROU24 BOROUGH OF BRIELLE	155.71		166
16012	06/16/16	BOROU36 BOROUGH OF LAKE COMO	1,213.09		166
16013	06/16/16	BOROU60 BOROUGH OF SEA GIRT	62.20		166
16014	06/16/16	CERTIF50 CERTIFIED LABS	439.00		166
16015	06/16/16	CLEARY50 Cleary, Giacobbe, Alfieri Jaco	2,091.00		166
16016	06/16/16	COAST50 COASTAL SOLUTIONS INC.	500.00		166
16017	06/16/16	COASTS50 COAST STAR	13.50		166
16018	06/16/16	CRYSTA50 CRYSTAL SPRINGS	55.17		166
16019	06/16/16	ESSERV50 Essex Service Corporation	2,480.33		166
16020	06/16/16	FAZZIO50 Joseph Fazzio - Wall LLC	584.42		166
16021	06/16/16	FERRAO50 FERRAIOLI, WIELKOTZ, CERULLO,	12,000.00		166
16022	06/16/16	GRAING50 GRAINGER INC	179.04		166
16023	06/16/16	HACHCO50 HACH CO.	373.99		166
16024	06/16/16	JAEGER50 JAEGER LUMBER	91.65		166
16025	06/16/16	JERSEY16 JERSEY CENTRAL POWER & LI	20,932.61		166
16026	06/16/16	KRAUSE50 Ryan Krause	413.21		166
16027	06/16/16	LOWES055 LOWE'S BUSINESS ACCT/GEGRB	20.88		166
16028	06/16/16	MIHALK50 MIHALKO, JOHN	629.40		166
16029	06/16/16	MILLER50 MILLER, SUSAN	1,169.85		166
16030	06/16/16	MONMOU32 MONMOUTH COUNTY TREASURER	1,040.29		166
16031	06/16/16	MONMOU64 MONMOUTH TELECOM	442.11		166
16032	06/16/16	NJNATL33 NJ NAT'L GAS	523.68		166
16033	06/16/16	PANTEK50 PAntek Technologies, LLC	701.00		166
16034	06/16/16	PATROC50 PMR Building Maintenance, LLC	425.00		166
16035	06/16/16	PETRO50 PETROCHOICE - CRAFT OIL	295.00		166
16036	06/16/16	PHILLI50 PHILLIPS, JOHN F	1,258.80		166
16037	06/16/16	PREMIER5 Premier Magnesia, LLC	16,224.08		166
16038	06/16/16	QCLABO50 QC/EUROFINS QC, Inc.	772.50		166
16039	06/16/16	RICHAR50 RICHARD SALES & RENTAL	156.86		166
16040	06/16/16	ROBERT50 ROBERTS, ROSEMARIE	629.40		166
16041	06/16/16	SHOREI50 SHORE INDUSTRIAL/IDEAL SU	43.88		166
16042	06/16/16	STEVEN50 STEVENSON SUPPLY CO INC	3,734.65		166
16043	06/16/16	STONYB55 STONY BROOK REGIONAL	392.00		166
16044	06/16/16	SWEETS50 SWEET, SHIRLEY	629.40		166
16045	06/16/16	TANDMASS T & M Associates	4,078.88		166
16046	06/16/16	THOMSO50 THOMSON - WEST	188.32		166
16047	06/16/16	TREAS100 Treasurer, State of New Jersey	178.00		166
16048	06/16/16	TRISTO55 TRI-STATE SAFETY SOLUTIONS, LLC	3,750.00		166
16049	06/16/16	UNISON50 UNISON SOLUTIONS	144.00		166
16050	06/16/16	UNIVAR50 UNIVAR USA INC	26,396.40		166
16051	06/16/16	VANWIC50 VAN WICKLE AUTO SUPPLY	191.07		166
16052	06/16/16	VERIWIRE Verizon Wireless	847.42		166

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
16053	06/16/16	VERIZO25 VERIZON	615.54		166
16054	06/16/16	WALLTO50 WALL TOWNSHIP WATER/SEWER	785.27		166
16055	06/16/16	WALSH55 Walsh, Francis	1,258.80		166
16056	06/16/16	WILLEV50 WILLEVER, CHARLES	210.22		166
16057	06/16/16	WINTER50 WINTERSTELLA, JOHN L	629.40		166
16058	06/16/16	WRIGHT50 WEX Bank - WrightExpress	692.37		166
16059	06/16/16	Alignment Check		VOID	
16060	06/16/16	CAPITAL1 Capital One N.A.	1,459.37		167
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	55	2	120,134.30	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>55</u>	<u>2</u>	<u>120,134.30</u>	<u>0.00</u>
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	55	2	120,134.30	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>55</u>	<u>2</u>	<u>120,134.30</u>	<u>0.00</u>



**SOUTH MONMOUTH REGIONAL
SEWERAGE AUTHORITY**

www.smrsa.org

MICHAEL J. RUPPEL
Executive Director

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

June 10, 2016

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 # 06-16

Dear Caroline,

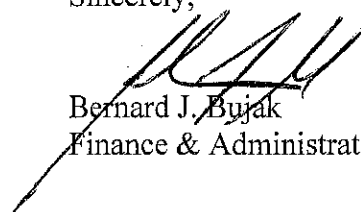
Accept this letter as written authorization to initiate and complete on **June 15, 2016** the following wire transfers to satisfy all known calendar year 2016 operating expenses approved at the SMRSA Regular Meeting held on **June 9, 2016**.

1. Wire transfer \$204,759.10 to the SMRSA Ocean First Operating Account.
2. Wire transfer \$133,943.79 to the SMRSA Ocean First Payroll Account.

New Account Numbers and Routing Numbers have been previously supplied to you by email.

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:
2016 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.

RESOLUTION #54-16

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #06-16 and totaling \$483,471.58 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 06-09-16.


MARY L. BURNE - SECRETARY

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

Requisition No. CPF #06-16
Date: June 9, 2016

<u>Payee and Address</u>	<u>Character of Obligation</u>	<u>Amount</u>
Allied Construction Group Inc. 499 Washington Road Parlin, NJ 08859 Attn: Matthew Marcinczyk	Belmar Pump Station Upgrades Resolution #56-15 Pay Estimate #6	\$ 448,861.76
CDM, Smith, Inc. 110 Fieldcrest Ave. #8; 6 th Floor Edison, NJ 08837 Attn: Joan Misseldine	Outfall Rehabilitation Project Resolution #39-15 Invoice # 80555210/10	\$ 21,404.46
T&M Associates P.O. Box 828 Red Bank, NJ 07701 Attn: Richard Crane	On Call Construction Belmar PS Resolution #57-15 LAF300796 dtd 05/26/2016	\$ 3,205.36
South Monmouth Regional Sewerage Authority 1235 18 th Avenue Belmar, NJ 07719	Pitney Ave. P/S Plantings Resolution # 49-16 Spring Lake Inter-local Agreement	\$ <u>10,000.00</u>

Please wire SMRSA funds as per letter

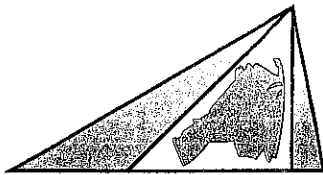
TOTAL \$ 483,471.58

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



**SOUTH MONMOUTH REGIONAL
SEWERAGE AUTHORITY**

www.smrsa.org

MICHAEL J. RUPPEL
Executive Director

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

June 10, 2016

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 #06-16 – \$483,471.58

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 **June 9, 2016**. Payment of these bills should be made on **June 15, 2016** and disbursed from the SMRSA Series 2011 Project Fund.

Reimbursement to the SMRSA regarding the Pitney Avenue Pump Station Plantings should be made in the form of a funds transfer from the Construction Fund (#9000) to the Revenue Fund (#8839).

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 #55-16

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

WHEREAS It is the policy of the The South Monmouth Sewerage Authority to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act), the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS The South Monmouth Regional Sewerage Authority has determined that there is a need to revise the personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all South Monmouth Regional Sewerage Authority officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that the manual is intended to provide guidelines covering public service by the South Monmouth Regional Sewerage Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the South Monmouth Regional Sewerage Authority.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the South Monmouth Regional Sewerage Authority shall operate under the legal doctrine known as "employment at will".

BE IT FURTHER RESOLVED that the Firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC is hereby appointed as Employment Advisor to advise the the South Monmouth Regional Sewerage Authority in personnel matters.

BE IT FURTHER RESOLVED that the Executive Director and all managerial/supervisory personnel are responsible for these employment practices. The Manager of Finance and Administration shall assist the Executive Director in the implementation of the policies and procedures in this manual.

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 06-09-16



MARY L. BURNE - SECRETARY

RESOLUTION # 56-16

A Resolution Awarding a Professional Engineering Services Contract to
T&M Associates
To Provide Technical Assistance in Submitting a Full Application
to the Energy Resilience Bank

WHEREAS, the South Monmouth Regional Sewerage Authority (Authority) has been evaluating several alternatives for increasing the electrical and thermal energy production of its existing combined heat and power system; and

WHEREAS, the Authority is seeking to pursue grant funds through the financing program offered by the New Jersey Energy Resilience Bank (ERB); and

WHEREAS, the Authority has previously contracted with T & M Associates to prepare a feasibility report documenting the technical and financial evaluations and recommendations of pursuing a system expansion under a proposal dated January 29, 2016 in an amount not to exceed \$ 11,100.00; and

WHEREAS, the Authority has utilized that report and submitted an ERB in-take application that has been accepted and approved by the ERB; and

WHEREAS, the next phase step in the application process is to submit a full application to the ERB which includes detailed information about the applicant and the proposed project; and

WHEREAS, the Authority is of the position it may require on an as needed basis additional engineering services to provide technical assistance to the Authority with the preparation of the full package submittal; and

WHEREAS, the scope of work for this contract will consist of the following services on an as needed basis:

- Application Support
- Meeting Attendance
- Site map and Thermal Energy System Schematic
- Electrical Single Line Diagram

WHEREAS, Authority Staff have reviewed and recommend that these engineering tasks related to the potential funding, are necessary for the proper and complete submittal for the ERB Full Application package; and

WHEREAS, the Authority has solicited a proposal in accordance with the provisions of the Local Public Contracts Law from T&M Associates an Authority pre-qualified consulting engineering firm wherein fees and costs by discipline have been previously established; and

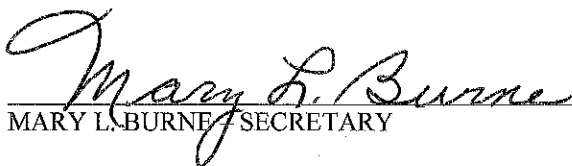
WHEREAS, T&M Associates has submitted a cost proposal for Professional Engineering Services dated May 31, 2016 increasing the previous contract by \$ 15,000.00, billed on a time and material basis to a value not to exceed \$ 26,100.00 a copy of which has been attached hereto and made a part thereof; and

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

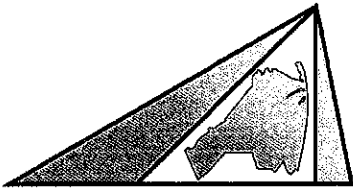
1. The Executive Director is hereby authorized and directed to engage the services of T&M Associates to provide technical assistance on an as needed basis in submitting a full application to the Energy Resilience Bank in accordance with their proposal dated May 31, 2016.
2. The Financial Officer of the Authority has certified that there are sufficient funds available to pay the compensation for said services.
3. That this Agreement as a Non-Fair and Open Award Contract between the said Engineer and the Authority is hereby approved.
4. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.
5. 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 RESOLVED 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 06-09-16.



MARY L. BURNE SECRETARY



**SOUTH MONMOUTH REGIONAL
SEWERAGE AUTHORITY**

www.smrsa.org

Michael J. Ruppel
Executive Director

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

June 10, 2016

Emailed: applegals@gannett.com

The Asbury Park Press
P.O. Box 1550
Neptune, N.J. 07754

RE: Legal Notice – PES - Contact Award – T&M Associates

Legal Department:

Enclosed please find a public award notice the South Monmouth Regional Sewerage Authority would like to have printed in the ***Legal Section*** of the Asbury Park Press on ***Tuesday, June 14, 2016***. This advertisement will be run once, for one day only.

Please provide an Affidavit of Publication.

The South Monmouth Regional Sewerage Authority Asbury Park Press Account Number is #9008. Our billing address is 1235 Eighteenth Avenue, Belmar, New Jersey 07719.

If you have any questions or need additional information, please contact Christine Brophy via email at admin@smrsa.org or call 732-681-0611.

Thank you for your assistance.

Christine Brophy

Office Coordinator
*South Monmouth Regional
Sewerage Authority*

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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 costs 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

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

Notice of Contract Awards:

The Commissioners of the South Monmouth Regional Sewerage Authority at an open public meeting held on June 9, 2016 awarded a Professional Engineering Services Contract to T&M Associates to provide technical assistance in submitting application for grant funds to the Energy Resilience Bank pursuant to Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. and Pay to Play Laws, N.J.S.A. 19:44A-20.4, as a Non-Fair and Open Process.

Award: T&M Associates
Nature: Technical Assistance in Submitting Application for Grant Funds to the Energy Resilience Bank
Duration: Until Completed
Amount: Not to Exceed \$26,100.00

The contract and resolution authorizing said professional service contract are on file and available for public inspection in the office of the Authority.

Michael J. Ruppel, Executive Director