RESOLUTION TO AUTHORIZE THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY TO APPROVE A SUPPLEMENTAL RETAINER TO CHARLES R. DUTILL, II OF HERITAGE TECHNICAL SERVICES, INC.

WHEREAS, the Township of Neptune Sewerage Authority ("TNSA") has previously authorized Charles R. Dutill, II of Heritage Technical Services, Inc. to provide technical engineering services for Digester No. 3 for Phase 1 Services as outlined in his retainer agreement along with supplemental retainers for a site visit to determine his findings, preparation of an Affidavit of Merit, preparation of a preliminary report and mediation services; and

WHEREAS, it has been determined that Mr. Dutill's services are required to perform a site visit to inspect and evaluate samples preserved during the demolition of the digester cover and to provide an oral report concerning said evaluation in the supplemental retainer amount of \$6,900.00;

WHEREAS, the Authority's Certification of Funds is attached and made part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority that Charles R. Dutill, II of Heritage Technical Services, Inc. is hereby authorized to provide services outlined above for a supplemental retainer of \$6,900.00.

Governing Body	Recorded Vo	te		
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson		X		

CERTIFICATION OF FUNDS

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Professional Services – Heritage Technical Services, Inc.

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

Heritage Technical Services, Inc.

Amount:

\$6,900.00

Budget Account No.:

6031

RESOLUTION AUTHORIZING AMMENDMENT OF RESOLUTION NO. 5328

WHEREAS, the Township of Neptune Sewerage Authority appointed Douglas M. Long of Grace, Maremero & Associates as the Authority's Labor & Employment Attorney through the Fair and Open Process pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq.;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority to amend Resolution No. 5328 to name the firm of Grace, Marmero & Associates as the Authority's Labor & Employment Attorney.

Governing Body	Recorded Vote			
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

RESOLUTION AUTHORIZING AMMENDMENT OF RESOLUTION NO. 5323

WHEREAS, the Township of Neptune Sewerage Authority appointed Douglas M. Long of Grace, Maremero & Associates as the Authority's Consulting Attorney through the Fair and Open Process pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq.;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority to amend Resolution No. 5323 to name the firm of Grace, Marmero & Associates as the Authority's Consulting Attorney.

Governing Body	Recorde	d Vote		
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

RESOLUTION AUTHORIZING AN ANNUAL INCREASE FOR THE ADMINISTRATIVE ASSISTANT

WHEREAS, Barbara Thorn was hired as a probationary part-time employee by the Township of Neptune Sewerage Authority on June 14, 2006 and began her employment on June 18, 2006 at a rate of \$13.00 per hour; and

WHEREAS, Barbara Thorn was approved by the recommendation from both the Executive Director and Personnel Committee for annual salary increases effective her anniversary date of June 18th;

WHEREAS, upon recommendation by the Authority's Personnel Committee and Executive Director to authorize an annual hourly increase of three percent (3%) to Barbara Thorn to bring her hourly rate to \$22.84 effective her anniversary date; and

WHEREAS, the Authority's certification of funds is attached and made part of this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority to authorize a three percent (3%) increase to Barbara Thorn's hourly rate to \$22.84 effective her anniversary date.

Governing Body	Recorded	Vote		
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

CERTIFICATION OF FUNDS

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Personnel – Administrative Assistant

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

TNSA Personnel

Amount:

\$18,000 - \$20,000

Budget Account No.:

5002

RESOLUTION AUTHORIZING THE PURCHASE OF THREE 18" MILLIKEN SWING CHECK VALVES FROM RARITAN VALVE & AUTOMATION GROUP

WHEREAS, the Township of Neptune Sewerage Authority authorized the Purchasing Agent to receive quotes for three (3) 18" Milliken Swing Check Valves; and

WHEREAS, three (3) quotes were received and Raritan Valve & Automation Group was the lowest quote received in the amount of \$12,516.70 per valve; and

WHEREAS, the Authority's Purchasing Agent has reviewed the quotes and is recommending the award of the purchase of three (3) 18" Milliken Swing Check Valves from Raritan Valve & Automation Group totaling \$37,550.10; and

WHEREAS, the Authority's Certification of Funds is attached and made part of this resolution;

NOW, THEREFORE, BE IT RESOVLED on the 15th day of July 2020, by the governing body of the Township of Neptune Sewerage Authority to award the above to Raritan Valve & Automation Group in the amount totaling \$37,550.10.

(Secretary's Signature)

(Date)

Governing Body Member	Recorded Aye	Vote Nay	Abstain	Absent
James W. Manning, Jr. Harry Devine James Mowczan Alonzo Wright Linda Johnson	X X X X			

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY <u>CERTIFICATION OF FUNDS</u>

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Milliken Swing Check Valves

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

Raritan Valve & Automation Group

Amount:

\$37,550.10

Budget Account No.:

8010

RESOLUTION TO INCREASE THE BID THRESHOLD AND CONTINUE TO APPOINT TINA M. CUNNINGHAM AS THE QUALIFIED PURCHASING AGENT PURSUANT TO N.J.S.A. 40A:11-3(c) AND N.J.S.A. 40A:11-9(b)

WHEREAS, pursuant to N.J.S.A. 40A:11-3(c), the State Treasurer has adjusted the bid thresholds for contracting units subject to the Local Public Contracts Law; and

WHEREAS, contracting units that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b), and avail themselves of the related higher bid threshold pursuant to N.J.S.A. 40A:11-3, the maximum bid threshold has been increased from \$40,000 to \$44,000; and

WHEREAS, Tina M. Cunningham possess the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 40A:11-9(b); and

WHEREAS, the Township of Neptune Sewerage Authority desires to take advantage of the increased bid threshold, pursuant to N.J.S.A. 40A:11-3 as authorized by the State Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Neptune Sewerage Authority in the County of Monmouth, in the State of New Jersey hereby increases its bid threshold to Forty Four Thousand Dollars (\$44,000) pursuant to N.J.S.A. 40A:11-3 as authorized by the State Treasurer; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby continues to appoint Tina M. Cunningham as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A11-9, which specifies the relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED that the Authority is hereby authorized and directed to forward a certified copy of this resolution and a copy of Tina M. Cunningham's Qualified Purchasing Agent certification to the Director of the Division of Local Government Services.

I certify that the foregoing is a true and correct copy of a resolution duly passed and adopted at a meeting of the Township of Neptune Sewerage Authority held on the 15th day of July 2020.

Governing Body Member Recorded Vote Aye Nay

Abstain

Absent

James W. Manning, Jr. Harry Devine James Mowczan Alonzo Wright Linda Johnson

RESOLUTION AUTHORIZING THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY TO ENTER INTO A TWO YEAR CONTRACT EXTENSION WITH ELECTRO MAINTENANCE, INC. FOR THE CLAENDAR YEARS 2021 & 2022

WHEREAS, the Township of Neptune Sewerage Authority ("TNSA") has previously entered into a two (2) year contract (2019 & 2020) with Electro Maintenance, Inc. for Electrician Services; and

WHEREAS, said, contract, in compliance with N.J.S.A. 40A:11-15 of the Local Public Contracts Law, provides for up to two (2) one-year extensions or one (1) two-year extension by mutual consent of the contracting parties and without change in price, terms or conditions; and

WHEREAS, TNSA is desirous of entering into a two (2) year contract extension for calendar years 2021 and 2022 with the above mentioned party without change in price, terms and conditions; and

WHEREAS, the Authority's Certification of Funds is attached and made part of this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority that the Chairman and Secretary are authorized to extend said contract with Electro Maintenance, Inc. for Electrician Services.

I certify that the foregoing is a true and correct copy of a resolution duly passed and adopted at a meeting of the Township of Neptune Sewerage Authority held on the 15th day of July 2020.

Governing Body

Recorded Vote

Member

Aye

Nay

Abstain

Absent

James W. Manning, Jr. Harry Devine James Mowczan Alonzo Wright Linda Johnson

CERTIFICATION OF FUNDS

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Professional Contract

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm.

Electro Maintenance, Inc.

Amount

\$51,300.00

Budget Account No.:

6230

RESOLUTION AUTHORIZING THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY TO ENTER INTO A ONE YEAR CONTRACT EXTENSION WITH MIRACLE CHEMICAL COMPANY FOR THE CALENDAR YEAR 2021

WHEREAS, the Township of Neptune Sewerage Authority ("TNSA") has previously entered into a two (2) year contract (2019 & 2020) with Miracle Chemical Company for Furnishing and Delivering of Sodium Hypochlorite; and

WHEREAS, said contract, in compliance with N.J.S.A. 40A:11-15 of the Local Public Contracts Law, provides for up to two (2) one-year extensions or one (1) two-year extension by mutual consent of the contracting parties and without change in price, terms or conditions; and

WHEREAS, TNSA is desirous of entering into a one (1) year contract extension for calendar year 2021 with the above mentioned party without change in price, terms or conditions; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority that the Chairman and Secretary are authorized to extend said contract with Miracle Chemical Company for Furnishing and Delivering of Sodium Hypochlorite.

Governing Body	Recorded	Vote		
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

CERTIFICATION OF FUNDS

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Goods & Services Contract

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

Miracle Chemical Company

Amount

\$101,640.00

Budget Account No.:

6210

RESOLUTION AUTHORIZING THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY'S PURCHASING AGENT TO SOLICIT BIDS FOR THE FOLLOWING GOODS AND SERVICES FOR THE 2021 & 2022 CALENDAR YEARS

WHEREAS, the Township of Neptune Sewerage Authority ("TNSA") may appoint a Purchasing Agent, pursuant to N.J.S.A. 40A:11-9 of the Local Public Contracts Law; and

WHEREAS, the Authority contemplates the receipt of bids for the following goods and services: Routine and Emergency Response Services, Laboratory Analysis, Sludge Removal and Disposal, Delivering of Hydrogen Sulfide Control Chemical, Delivering of Degreaser, Delivering of Calcium Hydroxide and Underwater Ocean Outfall Inspection;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority to authorize the Authority's Purchasing Agent to prepare bid specifications and to receive the aforesaid bids as stated above on a date to be specified by the Purchasing Agent; and

BE IT FURTHER RESOLVED, that said Purchasing Agent shall not have authorization to award the bids, but shall report to the Authority the names and addresses of all bidders together with a tabulation of bids in order that the Authority may consider the acceptance or rejection of said bids;

NOW, THEREFORE, BE IT RESOLVED, on the 15th day of July 2020, by the governing body of the Township of Neptune Sewerage Authority to authorize the Purchasing Agent to prepare the bid specifications as stated above and advertise for receipt of aforesaid bids within the official newspapers.

Governing Body	Recorded	l Vote		
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

RESOLUTION AUTHORIZING REMINGTON & VERNICK ENGINEERS TO PERFORM PHASE 1 OF THEIR ODOR CONTROL UPGRADES PROPOSAL

WHEREAS, the Township of Neptune Sewerage Authority requested its Engineer Jeffrey Fedorchak of Remington & Vernick Engineers to provide a Scope of Services & Cost Proposal to recommend odor control upgrades; and

WHEREAS, Mr. Fedorchak has provided a Scope of Services & Cost Proposal to perform an evaluation and testing to develop recommendations of odor control methodologies as outlined below:

Phase 1: Task 1 Project Management & QAQC

Totaling: \$2,980.00

Task 2 Odor Sampling & Air Flow Requirements

Totaling: \$5,000.00

Task 3 Odor Control Equipment Options/Selection

Totaling: \$4,200.00

Phase 2: Task 4 Prepare Design Documents & Permits

Totaling: \$74,850.00

Task 5 Bid Phase Services

Totaling: \$2,200.00

Task 6 Field Oversight and Construction Administration

Totaling: \$38,000.00

Total Estimated Fees:

\$127,230.00

WHEREAS, the Authority's Certification of Funds is attached and made part of this Resolution;

NOW, THEREFORE, BE IT RESOLVED to authorize Remington & Vernick Engineers to perform Phase 1: Task 1 thru 3 of their Scope of Services & Cost Proposal dated July 6, 2020 in the amount not to exceed \$12,180.00.

Governing Body	Recorded Vote			
Member	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	X			
Harry Devine	X			
James Mowczan	X			
Alonzo Wright	X			
Linda Johnson	X			

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY <u>CERTIFICATION OF FUNDS</u>

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Professional Services

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

Remington & Vernick Engineers

Amount:

\$12,180.00

Budget Account No.:

8010

RESOLUTION AUTHORIZING REMINGTON & VERNICK ENGINEERS TO PERFORM PHASE 1 OF THEIR ELECTRICAL UPGRADES PROPOSAL

WHEREAS, the Township of Neptune Sewerage Authority requested its Engineer Jeffrey Fedorchak of Remington & Vernick Engineers to provide a Scope of Services & Cost Proposal to evaluate TNSA's existing WWTP electrical distribution systems; and

WHEREAS, Mr. Fedorchak has provided a Scope of Services & Cost Proposal to perform an evaluation of the Authority's existing electrical distribution system as outlined below:

Phase 1: Task 1

Evaluation of Existing Conditions and Schematic Design

Totaling: \$41,376.00

Phase 2: Task 2

Prepare Design Documents

Totaling: \$82,753.00

Task 3

Bid Phase Services

Totaling: \$5,600.00

Task 4

Field Oversight and Construction Administration

Totaling: \$53,930.00

Total Estimated Fees:

\$183,659.00

WHEREAS, the Authority's Certification of Funds is attached and made part of this Resolution;

NOW, THEREFORE, BE IT RESOLVED to authorize Remington & Vernick Engineers to perform Phase 1: Task 1 of their Scope of Services & Cost Proposal dated July 6, 2020 in the amount not to exceed \$41,376.00.

Governing Body Member	Recorded Aye	l Vote Nay	Abstain	Absent
James W. Manning, Jr. Harry Devine James Mowczan Alonzo Wright Linda Johnson	X X X X			

CERTIFICATION OF FUNDS

Date:

July 15, 2020

To:

Board of Commissioners

From:

Tina M. Cunningham

Executive Director

Subject:

Professional Services

I hereby certify that sufficient funds are available for payment for the above referenced contract as follows:

Firm:

Remington & Vernick Engineers

Amount:

\$41,376.00

Budget Account No.:

8010

TNSA RESOLUTION NO. 5348

RESOLUTION OF THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY TO CLOSE EXECUTIVE SESSION

WHEREAS, the Township of Neptune Sewerage Authority by TNSA Resolution No. 5347 to enter into Executive Session; and

WHEREAS, all matters for this Executive Session have been discussed;

NOW, THEREFORE, BE IT RESOLVED by the Township of Neptune Sewerage Authority that it be authorized to adjourn from Executive Session at 6:41 p.m.

Recorded	d Vote		
Aye	Nay	Abstain	Absent
X			
X			
X			
X			
X			
	X X X X	X X X X	Aye Nay Abstain X X X X X

TNSA RESOLUTION NO. 5347

RESOLUTION OF THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY TO ENTER INTO A CLOSED SESSION TO DISCUSS; LITIGATION AND CONTRACTUAL AND PERSONNEL MATTERS

WHEREAS, the Township of Neptune Sewerage Authority ("Authority"), a duly constituted public body in the County of Monmouth, State of New Jersey, has determined there is a need to discuss the following subjects in closed session:

- 1. Litigation Matter
- 2. Contractual Matter
- 3. Personnel Matter

NOW, THEREFORE BE IT RESOLVED, upon proper motion and vote at a public meeting by the Township of Neptune Sewerage Authority in the County of Monmouth, State of New Jersey as follows:

- 1. The Authority entered into closed session to discuss the topic above on July 15, 2020.
- 2. The closed session minutes may be made available to the public shortly after the Authority adopts them by proper motion and vote.

ADOPTED by the Township of Neptune Sewerage Authority on July 15, 2020;

(Secretary's Signature) Governing Body Recorded Vote Abstain Absent Nay Member Aye James W. Manning, Jr. X Harry Devine X James Mowczan X Alonzo Wright X Linda Johnson X

RESOLUTION

No. 5346

July 2020

Payroll - June 04, 2020	\$ 33,925.86
Payroll Taxes - June 04, 2020	\$ 15,717.54
Payroll - June 18, 2020	\$ 35,042.99
Payroll Taxes - June 18, 2020	\$ 15,729.27
NJSHP - July Retirees	\$ 12,641.16
NJSHP - July Active	\$ 27,784.47
NJ Div. Of Pension - June	\$ 13,337.30
Total Paid:	\$ 154,178.59
All Industrial-Safety Products, Inc.	\$ 287.60
Allied Construction Group, Inc.	\$ 660,787.66
Allmax Software Inc.	\$ 1,250.00
Arcadis US, Inc.	\$ 39,987.00
BlueTarp Financial, Inc.	\$ 425.96
Cablevision Systems Corporation	\$ 258.25
Capehart & Scatchard PA	\$ 1,875.00
CMRS-FP	\$ 100.00
Colonial Life & Accident Insurance Co	\$ 350.24
Country Clean Inc	\$ 404.29
Delta Dental of New Jersey, Inc.	\$ 1,195.68
Dex Media Inc	\$ 19.95
E.Comm Technologies	\$ 1,443.00
Eastern Lift Truck Co., Inc.	\$ 1,259.21
Fire Security Technologies, Inc.	\$ 1,952.23
FlexFacts.Com	\$ 112.31
Flow Control Incorporated	\$ 2,146.25
Freehold Cartage, Inc.	\$ 175.00
Gannett Satellite Information Network, Inc.	\$ 48.50
Garden State Laboratories, Inc.	\$ 1,865.00
Geese Police, Inc.	\$ 1,460.00
Grace Marmero Monmouth, LLP	\$ 700.00
Heritage Business Systems, Inc.	\$ 71.18
Home Depot U.S.A., Inc.	\$ 169.53
Jersey Central Power & Light Company	\$ 30,921.65
Jonathan Green & Sons, Inc.	\$ 232.00
Lawes Coal Company, Inc.	\$ 395.47
Miracle Chemical Co	\$ 5,659.50

RESOLUTION

No.

July 2020

To Be Paid	\$ 923,260.88
Watchung Spring Water Co., Inc.	\$ 84.85
W W Grainger Inc	\$ 546.90
Verizon - Wireless	\$ 92.16
Verizon Business Communications	\$ 11.75
Verizon	\$ 655.12
Univar USA Inc.	\$ 9,579.30
The New Coaster, LLC	\$ 23.06
TC Communications	\$ 5,048.36
State of New Jersey - DEP	\$ 48,721.87
State of New Jersey - DEP	\$ 800.00
Sears Roebuck and Co.	\$ 413.60
Seaboard Welding Supply, Inc.	\$ 39.50
Russell Reid Waste Hauling and Disposal	\$ 29,733.20
Pilot Electric Company, Inc.	\$ 67,356.00
Paychex Investment Partnership LP	\$ 259.91
New Jersey Natural Gas Company	\$ 2,650.56
New Jersey-American Water	\$ 762.80
Neptune Township	\$ 389.76
MSC Industrial Supply	\$ 539.72

GRAND TOTAL \$ 1,077,439.47