

RESOLUTION NO. 2014-85

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING AND AWARDING CONTRACT FOR PROFESSIONAL SERVICES WITH DYNAMIC TESTING SERVICES FOR CDL RANDOM ALCOHOL AND DRUG TESTING PROGRAM

WHEREAS, Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") has previously entered into contracts for professional services for the supply of CDL Random Alcohol and Drug Testing Program;

WHEREAS, the Authority believes the continuation of these programs are essential in order to best protect the Authority, its employees and the citizens of Little Egg Harbor Township; and

WHEREAS, the award of a contract for this service is a professional contract and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq; and:

WHEREAS, the Authority has reviewed a proposed Contract for Professional Services with Dynamic Testing Service and finds it to be acceptable and within the Authority's budgetary constraints:

NOW, THEREFORE, BE IT RESOLVED this 10th day of November 2014, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority awards the contract for the providing of CDL Random Alcohol and Drug Testing Program to Dynamic Testing Service. A copy of the contract is on file at the Authority's office and can be reviewed during normal business hours.

2. This is a professional contract and therefore exempt from the formal bidding requirements of the New Jersey Local Public Contracts Law. The Authority therefore directs its Administrative Secretary to publish notification of the approval within ten (10) days of its passage, in an official newspaper of the Authority.

3. The Authority authorizes and directs the Chairman, Secretary, and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I hereby certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a meeting held on the 10th day of November 2014, a quorum being present and voting in the majority.



RICHARD CREA, Secretary

Prepared by:

DASTI, MURPHY, McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS
Forked River, New Jersey 08731

RESOLUTION NO. 2014 - 86

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE AND EXECUTION OF RISK MANAGEMENT CONSULTANT'S AGREEMENT WITH CONNER STRONG & BUCKELEW CO., INC.

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") is enrolled and part of the New Jersey Utilities Authority Joint Insurance Fund (the "JIF"); and

WHEREAS, the Authority renewed its membership in the JIF for an additional three year period beginning January 1, 2015 and ending December 31, 2017; and

WHEREAS, pursuant to the bylaws of the JIF, the Authority must retain the services of a consultant with regard to professional risk management issues; and

WHEREAS, the Authority has previously contracted with and is satisfied with the services provided by Conner Strong and Buckelew Co., Inc. as its risk management consultant; and

WHEREAS, the services provided by Conner Strong and Buckelew Co., Inc. are considered a "professional service" and therefore exempt from the formal bidding requirements set forth in the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*:

NOW, THEREFORE, BE IT RESOLVED, this 10th day of November, 2014, by the Little Egg Harbor Municipal Utilities Authority as follows:

1. The Authority accepts and approves the proposed Agreement with Conner Strong and Buckelew Co., Inc.

**DASTI, MURPHY
McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD
P.O. BOX 1057
FORKED RIVER, N.J. 08731

2. The Authority authorizes and directs the Chairman, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

3. This is a "professional appointment" as defined in the New Jersey Local Public Contracts Law, and therefore the formal bidding requirements set forth therein need not be complied with.

4. Notification of this professional appointment shall be published in an official newspaper of the Authority, within ten (10) days.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a regular meeting held on November 10, 2014, a quorum being present and voting in the majority.



RICHARD CREA, Secretary

Prepared by:

**DASTI, MURPHY, McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS**
Forked River, New Jersey 08731

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GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
RESOLUTION 2014- 87

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2014 has been filed by a Registered Municipal Accountant with the Executive Director pursuant to N.J.S.A. 40A: 5A-17, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated by N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each local unit shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Board of Commissioners of Little Egg Harbor Municipal Utilities Authority, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON NOVEMBER 10, 2014.


SECRETARY

STATE OF NEW JERSEY
COUNTY OF OCEAN

We, the members of the governing body of the Little Egg Harbor Municipal Utilities Authority, in the County of Ocean, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Board of Commissioners of the Little Egg Harbor Municipal Utilities Authority in the County of Ocean;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Authority Audit filed with the Executive Director pursuant to N.J.S.A. 40A:5A-17 for the year 2014;
3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

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|----------------------------------|--------------------|--------------------------------|------------------|
| (L.S.) <u>Marie Skelly</u> | Marie Skelly | (L.S.) <u>Richard Crea</u> | Richard Crea |
| (L.S.) <u>Eugene Kobryn</u> | Eugene Kobryn | (L.S.) <u>Joseph P. Koptic</u> | Joseph P. Koptic |
| (L.S.) <u>Margaret DePergola</u> | Margaret DePergola | (L.S.) | |
| (L.S.) <u>Earl Miller</u> | Earl Miller | (L.S.) | |
| (L.S.) <u>Richard G. Robins</u> | Richard G. Robins | (L.S.) | |

Earl F. Sutton Jr.
Executive Director Earl F. Sutton Jr.

Sworn to and subscribed before me this

10th Day of November 2014

Colleen G. Kiebow
Notary Public of New Jersey

COLLEEN G. KIEBOW
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires on 10-1-17

The Executive Director, Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

RESOLUTION NO. 2014-88

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A REFUND OF OVERPAID WATER AND SEWER UTILITY CHARGES TO RICHARD J. LEONARDIS ON PROPERTY KNOWN AS 980 RADIO ROAD, LITTLE EGG HARBOR TOWNSHIP

WHEREAS, Richard J. Leonardis (hereinafter referred to as "lienholder") is the lienholder on property owned by Mystic Island Enterprises, LLC and located at 980 Radio Road, Little Egg Harbor Township (hereinafter referred to as "property"); and

WHEREAS, on August 28, 2014 the lienholder paid the third quarter water and sewer utility charges on the property; and

WHEREAS, due to a software problem, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as "Authority") has determined that the third quarter water and sewer utility charges were paid in error resulting in an overpayment by the lienholder on the property in the amount of \$4,934.92; and

WHEREAS, the Authority wishes to refund the overpayment to the lienholder.

NOW, THEREFORE, BE IT RESOLVED, this 10th day of November 2014, by the Little Egg Harbor Municipal Utilities Authority, as follows:

1. The Authority does hereby authorize a refund to the lienholder in the amount of \$4,934.92 as a result of an overpayment of third quarter water and sewer utility charges on the property.

DASTI, MURPHY
McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS

COUNSELLORS AT LAW

620 WEST LACEY ROAD
P.O. BOX 1057
FORKED RIVER, N.J. 08731

2. The Authority authorizes and directs the Chairman, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this resolution.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a regular meeting held on November 10, 2014, a quorum being present and voting in the majority.



RICHARD CREA, Secretary

Prepared by:
DASTI, MURPHY, McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS
Forked River, New Jersey 08731

**DASTI, MURPHY
McGUCKIN, ULAKY,
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RESOLUTION NO. 2014 - 89

RESOLUTION OF THE LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AN AGREEMENT WITH EDMUNDS & ASSOCIATES, INC. FOR THE INSTALLATION OF A SOFTWARE APPLICATION TO PROVIDE FOR A THIRD PARTY PROVIDER FOR ONLINE CUSTOMER PAYMENTS

WHEREAS, the Little Egg Harbor Municipal Utilities Authority (hereinafter referred to as the "Authority") has been researching third party payment providers in order to allow Authority customers to pay water and sewer utility charges online as a convenience to the Authority customers and a cost savings to the Authority; and

WHEREAS, the Authority has received a proposal from Edmunds & Associates, Inc., the Authority's current software provider, for the installation of the software application that will allow Authority customers to pay water and sewer utility charges online, a copy of which is attached hereto and made a part hereof as Schedule "A"; and

WHEREAS, the proposal has been reviewed by the Executive Director and Authority Counsel and is recommended for approval by the Authority.

NOW, THEREFORE, BE IT RESOLVED, this 10th day of November, 2014, by the Little Egg Harbor Municipal Utilities Authority as follows:

1. The Authority does hereby authorize an agreement with Edmunds & Associates, Inc. for the installation of a software application in order to provide for a third party provider for online customer payments in accordance with the proposal submitted by Edmunds & Associates, Inc., a copy of which is attached hereto and made a part hereof as Schedule "A".

2. The Authority authorizes and directs the Chairman, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

**DASTI, MURPHY
McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

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CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Little Egg Harbor Municipal Utilities Authority at a regular meeting held on November 10, 2014, a quorum being present and voting in the majority.



RICHARD CRE

, Secretary

Prepared by:

**DASTI, MURPHY, McGUCKIN, ULAKY,
KOUTSOURIS & CONNORS**
Forked River, New Jersey 08731

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Little Egg Harbor Township MUA

April 7, 2014

MCSJ Web Inquiry & Payment Portal

| WIPP Services | Cost |
|---|-------------------|
| Web Inquiry & Payment Portal - Utility | \$1,200.00 |
| <i>* WIPP is a service billed every year.</i> | |
| <i>* Convenience fees are paid by the rate payer.</i> | |
| <i>* A schedule of convenience fees will be provided by Link2Gov.</i> | |
| Total: | \$1,200.00 |

Additional Information:

Purchase Terms & Conditions:

1. All software applications are warranted for one year from the date of installation.
2. A purchase order must be sent prior to initiating a work order for installation to be scheduled.

Please forward all purchase orders to:

Jessica Jensen
Edmunds & Associates, Inc.
301A Tilton Road, Northfield, NJ 08225
P: 609.645.7333 | F: 609.645.3111
JessicaJ@EdmundsAssoc.com
www.EdmundsAssoc.com