

**WESTERN MONMOUTH UTILITIES AUTHORITY**

**AUTHORITY BUDGET AMENDMENT NO. 3 RESOLUTION**

**FISCAL YEAR: FROM FEBRUARY 1, 2014 TO JANUARY 31, 2015**

**WHEREAS**, the Annual Budget and Capital Budget for the Western Monmouth Utilities Authority for the fiscal year beginning February 1, 2014 and ending January 31, 2015 has been presented before the Commissioners of the Western Monmouth Utilities Authority at its open public meeting of November 21, 2013; and

**WHEREAS**, such budget was adopted on January 15, 2014; and

**WHEREAS**, such budget was amended on June 19, 2014 and August 21, 2014; and

**WHEREAS**, it is the desire of the Authority to again amend said budget; and

**WHEREAS**, the Director of Finance has reviewed the Authority's financial records and has determined and recommends the amendment; and

**WHEREAS**, the Financial Accounting Advisor to the Authority on this matter has reviewed and concurs with the recommendation on the amendment; and

**WHEREAS**, the Authority requires additional funds; and

**WHEREAS**, N.J.A.C. 5:31-2.2 and 5:31-2.8 provides that all amendments to the adopted budget and capital budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership; and

**WHEREAS**, such amendment is beneficial to the environmental condition, financial condition and necessary for proper maintenance and operation of the Authority on behalf of the ratepayers; and

**WHEREAS**, the Capital Budget is amended as follows in accordance with attached detailed budget schedule (CB-3):

	<u>From</u> Adopted & Amendment #1 & #2	<u>To</u> Amendment #3	Increase/(Decrease)
<u>Capital Budget</u>			
Appropriation	\$ 9,440,265.00	\$ 9,670,265.00	\$ 230,000.00
Net Assets Utilitized	\$ 1,881,278.21	\$ 2,111,278.21	\$ 230,000.00
Other Sources	\$ 2,069,986.79	\$ 2,069,986.79	\$ -

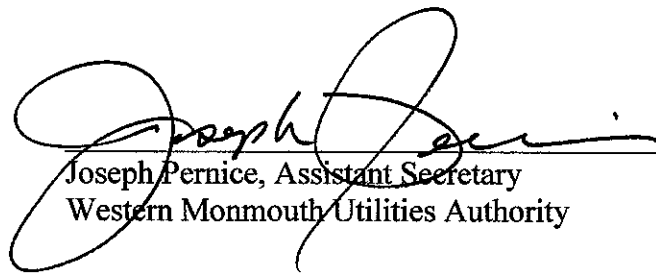
*Explanatory statement for budget appropriation amendment needs as follows – The Amendment is required to legally appropriate funds anticipated to be expended through the fiscal year and for the completion and/or progress payments on the projects listed in the summary attachment CB-3. Budgeting and Accounting requirements prescribed that an Amendment of this type be done.*

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Western Monmouth Utilities Authority that the Annual Budget and Capital Budget for the fiscal year ended January 31, 2015 is hereby amended in accordance with the attached schedules labeled SS-9 and CB-3.

**BE IT FURTHER RESOLVED** that the Secretary is authorized to forward copies of this Resolution, certified to be a true copy, to Katherine Leatherman, General Manager; Marilyn Seidenberg, Director of Finance; Gerard Stankiewicz, CPA; Keith Henderson, P.E., Authority Consulting Engineer; Tim Gillen, Assistant Authority Consulting Engineer; State of New Jersey Department of Community Affairs, Bureau of Authority Regulation (two copies within 3 days); Township Clerk of Marlboro and Manalapan (within 3 days) and copy to file.

**CERTIFICATION**

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the Members on the 16<sup>th</sup> day of October, 2014.



Joseph Pernice, Assistant Secretary  
Western Monmouth Utilities Authority

**DATE: October 16, 2014**

<u>Commissioners</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		X	X			
<b>MENDEZ</b>						X
<b>PERNICE</b>	X		X			
<b>ROSEN</b>			X			

# 2014

## AUTHORITY CAPITAL PROGRAM

### WESTERN MONMOUTH UTILITIES AUTHORITY

FISCAL YEAR: FROM FEBRUARY 1, 2014 TO JANUARY 31, 2015

### PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN

**PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN  
PAGE CB-3 (Amendment #3)**

FUNDING SOURCES

<u>PROJECTS</u>	<u>ESTIMATED TOTAL COST</u>	<u>UNRESTRICTED NET ASSETS</u>	<u>RENEWAL &amp; REPLACEMENT RESERVE</u>	<u>DEBT AUTHORIZATION</u>	<u>OTHER SOURCES</u>
O. Plant Administration Building	\$ 210,000.00				\$ 210,000.00
P. Primary Digester Mixer Rehab	1,000,000.00				1,000,000.00
Q. Raw Sewage Pumps	85,000.00	85,000.00			
MM. Reed Bed Evacuation	650,000.00	360,000.00			290,000.00
NN. Digester Conduit Relocation	85,000.00	85,000.00		5,489,000.00	
<b>TOTAL</b>	<b><u>\$ 9,670,265.00</u></b>	<b><u>\$ 2,111,278.21</u></b>		<b><u>\$ 5,489,000.00</u></b>	<b><u>\$ 2,069,986.79</u></b>

**Summary to Amendment #3):**

	<u>From</u>	<u>To</u>	<u>Increase/(Decrease)</u>
Capital Budget Appropriation:			
O. Plant Administration Building	\$ 750,000.00	\$ 210,000.00	\$ (540,000.00)
P. Primary Digester Mixer Rehab	750,000.00	1,000,000.00	250,000.00
Q. Raw Sewage Pumps	300,000.00	85,000.00	(215,000.00)
MM. Reed Bed Evacuation		650,000.00	650,000.00
NN. Digester Conduit Relocation		85,000.00	85,000.00
<b>Total Capital Budget</b>	<b><u>\$ 9,440,265.00</u></b>	<b><u>\$ 9,670,265.00</u></b>	<b><u>\$ 230,000.00</u></b>

**Amendment #3**

**CB-3**

**14-123  
10/16/2014**

**Western Monmouth Utilities Authority**

**Sewer  
(OPERATION)**

**AUTHORITY BUDGET  
SUPPLEMENTAL SCHEDULES  
Revised October 16, 2014 (Amendment #3)  
FISCAL YEAR: FROM February 1, 2014 TO January 31, 2015**

(1) PY UNRESTRICTED NET ASSETS	PY AUDIT	*	*	13,196,921.58 *
<b>ADJUSTMENTS DURING CURRENT YEAR</b>				
(a) EST. NET INCOME OR (LOSS) ON CURRENT YEAR'S RESULTS OF OPERATIONS (Include unbudgeted use of unrestricted net assets)	*	*		*
(b) BUDGET AMENDMENT:	*	*		*
(2) SUBTOTAL - ADJUSTMENTS	(ADD AMOUNTS ON LINES a-b)	*	*	*
(3) ADD LINES 1 AND 2				13,196,921.58 *
<b>CURRENT YEAR ESTIMATED CHANGES IN RESTRICTIONS (attach documentation)</b>				
(c) DEBT SERVICE	*		INC./(DEC.)	*
(d) MAINTENANCE RESERVE	*			*
(e) OPERATING REQUIREMENT	*			*
(f) OTHER LEGAL RESERVATIONS	*			*
(4) SUB-TOTAL - RESTRICTIONS	(ADD AMOUNTS ON LINES c-f)	*	*	*
<b>DESIGNATIONS (attach documentation)</b>				
(g) NON-OPERATING IMPROVEMENTS & REPAIRS (CB-4&5)	*			*
(h) CONTRIBUTION TO RATE STABILIZATION PLAN (#)	*			*
(i) DEBT SERVICE RESERVE - NJEIT 2010 ARRA LOAN	*			*
(j) ADJUSTMENTS /OTHER (Attach list):	*			*
(5) SUBTOTAL - DESIGNATIONS	(ADD AMOUNTS ON LINES g-j)	*	*	*
(6) ADD LINES 4 and 5				*
(7) UNRESTRICTED NET ASSETS AVAILABLE FOR USE IN PROPOSED BUDGET (SUBTRACT LINE 6 FROM LINE 3)				13,196,921.58 *
<b>PROPOSED UTILIZATION OF AVAILABLE UNRESTRICTED NET ASSETS</b>				
(8) AS REVENUE IN ANNUAL BUDGET (PAGE 6, LINE R-3b)	*			*
(9) FOR CURRENT YEAR CAPITAL BUDGET (PAGE CB-3)	*		2,111,278.21	*
(10) SUBTOTAL - U/R NET ASSETS UTILIZED	(ADD AMOUNTS ON LINES 8-9)	*	*	2,111,278.21 *
(11) MAXIMUM ALLOWABLE FOR APPROPRIATION TO MUNICIPALITY/COUNTY (Budget Item B-2 times 5%)			Not Applicable	
(12) AS APPROPRIATED TO MUNICIPALITY/COUNTY (PAGE 6, LINE R-3a)				- *
(13) TOTAL UNRESTRICTED/UNDESIGNATED NET ASSETS (SUBTRACT LINES 10 AND 12 FROM LINE 7)				11,085,643.37 *

(732) 446-9300 x104 / (732) 446-1203

Phone # (extension) / Fax #

CERTIFIED BY:

*Marilyn Seidenberg*  
Marilyn Seidenberg, Director of Finance

(#) Explain in detail in the Budget Message

DATE: October 16, 2014

Amendment #3

**RESOLUTION AUTHORIZING THE GENERAL MANAGER TO PREPARE PLANS AND SPECIFICATIONS AND ADVERTISE FOR THE RECEIPT OF BIDS FOR SERVICES AS SET FORTH IN THIS RESOLUTION**

WHEREAS, the General Manager has requested that plans and specifications be prepared, and advertise for the receipt of bids for the following:

1. Emergency Vacuum Tanker Service
2. Grit & Screenings Disposal
3. Sanitary Sewer Cleaning & Televising Service
4. Emergency Sanitary Sewer Maintenance & Repair Service
5. Emergency Generators Maintenance & Repair Service
6. Scheduled Sewer Maintenance & Repair Service (New Bid)
7. Uniform Service
8. Pipelining Force mains for the Collections System

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The General Manager is hereby authorized to prepare plans and specifications and to advertise for the receipt of bids for the aforementioned specified services
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
  - a) Coleen Weber, Office Manager

**DATE: OCTOBER 16, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		<b>X</b>	<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>	<b>X</b>		<b>X</b>			
<b>ROSEN</b>			<b>X</b>			

**RESOLUTION AUTHORIZING CONTRACT WITH NJ STATE FLOORING, INC. STATE CONTRACT #A81750 FOR THE PURCHASE OF CARPET FOR THE ADMINISTRATION BUILDING PURSUANT TO N.J.S.A.40A:11-12a**

**WHEREAS**, the Western Monmouth Utilities Authority, pursuant to N.J.S.A.40A:11-12a and N.J.A.C.5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Western Monmouth Utilities Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Western Monmouth Utilities Authority intends to enter into a contract with NJ State Flooring, Inc. through this resolution and properly executed contracts, which shall be subject to all conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Western Monmouth Utilities Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the governing body of the Western Monmouth Utilities Authority pursuant to N.J.A.C.5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer, and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Western Monmouth Utilities Authority and NJ State Flooring, Inc. State Contract #A81750 from October 1st, 2014 thru January 31<sup>st</sup>, 2016.

**BE IT FURTHER RESOLVED**, that the Secretary is authorized to forward copies of this resolution, certified to be a true copy to:

1. Marilyn Seidenberg, Director of Finance
2. NJ State Flooring, Inc. State Contract #A81750

**DATE: OCTOBER 16<sup>TH</sup>, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		<b>X</b>	<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>	<b>X</b>		<b>X</b>			
<b>ROSEN</b>			<b>X</b>			

**GRANTING APPROVAL TO PLAZA 520, DRs. SADON AND RIDLOVSKY  
PROJECT #562**

**WHEREAS**, the applicants, Drs. Sadon & Ridlovsky (Plaza #520) has applied to the Western Monmouth Utilities Authority for approval in connection with its Application #562 located at Lot #16 in Block #180 in the Township of Marlboro; and

**WHEREAS**, the applicant proposes to demolish the existing single family dwelling, located in Block: 180, Lot: 16 and construct a 2 story, 12,000 square foot medical office complex, and

**WHEREAS**, this is a proposal to remove and replace the existing sanitary sewer lateral with 266LF +/- of 6" PVC to service the proposed medical office on the subject property. The on-site sewer will flow by gravity means through 6" lateral to an existing sewer main located in a 30 foot wide utility easement between lots 18 and 19, and

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Western Monmouth Utilities Authority that the application for approval in connection with Drs. Sadon & Ridlovsky (Plaza 520) #562 are hereby granted, subject to any and all conditions set forth in this resolution, as well as any conditions set forth in the report of the Consultant Engineer, CME, dated September 24, 2014, and

**BE IT FURTHER RESOLVED** that this approval is subject to the payment of all application fees and professional fees including legal and engineering fees, the Applicant complying with the Rules and Regulations of the WMUA and the New Jersey Department of Environmental Protection.

**BE IT FURTHER RESOLVED** that the Clerk is authorized to forward copies of this Resolution, certified to be a true copy, to

- 1) Plaza 520-Dr. Sadon & Ridlovsky
- 2) CME Associates. Consultant Engineer
- 3) John Wisniewski, Attorney

**DATE: OCTOBER 16<sup>TH</sup>, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		<b>X</b>	<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>	<b>X</b>		<b>X</b>			
<b>ROSEN</b>			<b>X</b>			

**RESOLUTION AWARDING BID FOR OPERATIONS BUILDING  
HVAC AND BOILER UPGRADE**

**WHEREAS**, a notice to bidders was published in the Asbury Park Press on August 25, 2014; and

**WHEREAS**, on September 25<sup>th</sup>, 2014 at 10:00am, fourteen (14) bids were received by the Authority for the, OPERATIONS BUILDING HVAC AND BOILER UPGRADE and

**WHEREAS**, **Thassian Mechanical Contracting, Inc.** was the lowest bid received in the amount of \$963,000.00 for the Operations Building HVAC & Boiler Upgrades, and

**WHEREAS**, funds are or will be available for this purpose;

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The bid from Thassian Mechanical Contracting, Inc. in the amount of 963,000.00 for the Operations Building HVAC & Boiler Upgrades project is hereby accepted.
2. The General Manager is authorized to enter into a contract between the Western Monmouth Utilities Authority and Thassian Mechanical Contracting, Inc.
3. Thassian Mechanical Contracting Inc. is required to comply with requirements of P.L. 1975 C.127 (N.J.A.C. 17:27)
4. The Clerk is hereby authorized to forward copies of this resolution, certified to be a true copy to;
  - a) Thassian Mechanical Contracting Inc.
  - b) Dane Martindell, Facilities Manager
  - c) Coleen Weber, Office Manager

**DATE: OCTOBER 16, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		<b>X</b>	<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>	<b>X</b>		<b>X</b>			
<b>ROSEN</b>			<b>X</b>			



## **RESOLUTION AMENDING APPROVAL TO 352 MONMOUTH ROAD #516**

**WHEREAS, 352 Monmouth Road** has applied to the Western Monmouth Utilities Authority for approval in connection with its Application #516 located at Block 20, Lot 27.011 and Block 20 , Lot 27.012 in the Township of Manalapan; and

**WHEREAS,** the applicant proposes to provide sanitary sewer service to the above mentioned properties by constructing approximately 46 L.F. of 8" PVC sanitary sewer, 1 new manhole and 2-- 4" service laterals. The applicant is required to provide a third lateral connection for the existing dwelling located on Block 20, Lot 26.01 as required by the Rules and Regulations. The proposed sewer extension will connect to the recently installed sanitary sewer manhole located at the Northwest intersection of Pension Road and Gordons Corner Road in Manalapan Township. The applicant proposes to provide individual grinder pump systems to service each of the 2 (two) lots. The forcemains for the grinder pump systems shall tie into two (2) 4" sanitary sewer laterals downstream of the aforementioned manholes, and

**WHEREAS,** the WMUA's ownership will include the 46 L.F. of 8" sanitary sewer main, 1 manhole, 3 cleanouts, and 15 L.F. of 4" PVC lateral downstream of each clean-out. The grinder pump stations and forcemains from the 4" cleanout to the buildings will be owned, operated, and maintained by the property owners. The force mains are proposed within the grassed portion of the right of way of Gordons Corner Road.

**WHEREAS,** the applicant is required to provide sewer laterals for the existing lots which front the sewer extension. The properties which are to be provided separate laterals are:

1. Block 20, Lot 27.011
2. Block 20, Lot 27.012
3. Block 20, Lot 26.01

The flow generated from the proposed project is tributary to the McGelliards Brook Interceptor.

**WHEREAS,** approval is recommended based on the following conditions:

1. Payment of all application fees and professional fees including legal and engineering fees to the WMUA.
2. Execution of a Developer's Agreement, Hold Harmless and Deed Restriction and obtaining all easements in a form suitable to the Attorney.
3. Conformance to the Rules and Regulations of the NJDEP, WMUA and all other applicable regulatory agencies.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Western Monmouth Utilities Authority that the application for approval in connection with be and the same is hereby granted, subject to any and all conditions set forth in this resolution, as well as any conditions set forth in the report of the Consultant Engineer, dated October 2<sup>nd</sup>, 2012

**BE IT FURTHER RESOLVED** that this approval is subject to the payment of all application fees and professional fees including legal and engineering fees, the Applicant complying with the Rules and Regulations of the WMUA and the New Jersey Department of Environmental Protection.

**BE IT FURTHER RESOLVED** that the Secretary is authorized to forward copies of this Resolution, certified to be a true copy, to

- 1) 352 Monmouth Road, LLC #516
- 2) T&M Associates. Consultant Engineer
- 3) John Wisniewski, Attorney

**DATE: OCTOBER 16, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>		<b>X</b>	<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>	<b>X</b>		<b>X</b>			
<b>ROSEN</b>			<b>X</b>			

**AUTHORIZING THE COMMISSIONERS TO GO INTO CLOSED  
SESSION FOR THE PURPOSE OF DISCUSSING MATTERS  
PURSUANT TO N.J.S.A. 10:4-12(b)**

WHEREAS, in order to exclude the public from a discussion of a matter as provided in N.J.S.A. 10:4-12(b), the Commissioners must first adopt a resolution stating the general nature of the subject or subjects to be discussed and the time and circumstance when such discussion can be disclosed to the public. N.J.S.A. 10:4-13

WHEREAS, the Commissioners find it necessary to adjourn to closed session and will not return to public session for the purpose of taking action on the matters discussed in closed session, and

WHEREAS, the Commissioners will discuss personnel, and

NOW THEREFORE BE IT RESOLVED, the Commissioners have adjourned the public portion of the meeting, and are beginning the closed session meeting, and will not return to open session.

**DATE: October 16, 2014**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>	<b>X</b>		<b>X</b>			
<b>MENDEZ</b>						<b>X</b>
<b>PERNICE</b>		<b>X</b>	<b>X</b>			
<b>ROSEN</b>			<b>X</b>			