

Franklin Township Sewerage Authority

Minutes of Meeting

January 7, 2020

PRESENT

Chairman Galtieri called the Monthly Meeting of the Township of Franklin Sewerage Authority to order at 6:36 PM. The following Commissioners were also present: Mr. Anbarasan, Ms. Ford and Mr. Tiwari. In attendance were also Brian Regan, Executive Director; Apryl L. Roach, Administrative Manager; Scott Nocero, Operations Manager; Christian Santiago, Staff Engineer; Eric M. Bernstein, Esq., General Counsel; Joseph Gemmell and Howard Matteson, Consulting Engineers; and, Joseph Danielsen, IT Consultant.

ROLL CALL

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Absent
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

PLEDGE OF ALLEGIANCE

CHAIRMAN'S STATEMENT:

Chairman Galtieri stated that, in accordance with the provisions of Chapter 231 of the Open Public Meetings Act, all requirements had been met.

PUBLIC COMMENTS

Mr. Anbarasan moved to open the meeting for Public Comments, seconded by Ms. Ford.

The members voted as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Absent
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

No public was in attendance. None spoke.

Ms. Ford moved to close the meeting for Public Comment, seconded by Mr. Anbarasan.

The members voted as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Absent
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

REVIEW OF THE BOARD REGULAR MEETING MINUTES – January 7, 2020

Chairman Galtieri asked if there were any questions or concerns regarding the Minutes from January 7, 2020; the minutes were acceptable as written.

Mr. Tiwari made a motion to accept the January 7, 2020 Minutes, this was seconded by Mr. Anbarasan.

A roll call was taken as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Absent
	Ms. Ford	-	Abstain
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Commissioner DeVeaux arrived at 6:40 p.m.

REPORTS

EXECUTIVE SUMMARY – Brian G. Regan, Executive Director

Legal

- No significant issues.

Marcy Street Sanitary Sewer Rehabilitation – Color: Green

- No Change
- Started NJIBank funding process. In holding pattern until NJIBank Approval
 - NJDEP issued letter of exemption from environmental review
- Estimating “Auth to Advertise” March 2020
- Financials Green 9% of “to-date” budget expended (not including construction)

Hamilton Street PS – Color: Green

- Dulaine Contracting, Inc. was awarded a contract to conduct same.
- Construction started on September 9, 2019
- Construction progress meeting held on Dec. 12, 2019
- PayApp 3 submitted for approval \$286,875.51
- Financials Green: 9% of Engineering budget expended, 33% of construction budget expended

Somerset Street PS – Color: Green (Operational Issues covered separately)

- Color remains Green.
- Substantial Completion Date was to be August 14th, 2019
- Targeted Completion date is January 31, 2020
 - Minor paperwork shall need to be carried out
- Expect to process last Pay application in February/March 2020
- Financials Green: 93% of budget expended, 85% of construction budget expended

East Millstone Concept – Color: Green

- We need to act on Agreement
 - DEP meeting on Monday in Trenton.
 - \$338,700 Total Engineering Cost
- CDM Smith submitted Proposal for professional services such as
 - Design Services, Permitting Services, Bidding Services Construction Management Services
 - Tentative Award Bid (8/2020), Active Construction (3/2021)
- Financials Green

FTSA IT Infrastructure UPGRADE – Color: Green

- Network Blade

EXECUTIVE DIRECTOR’S REPORT - Brian G. Regan

January 2020

1. Revenue Report

- Attached to minutes.

2. Expense Report

- Attached to minutes.

3. Cash Position

- Attached to minutes.

4. Discussion Items

- Somerset Street PS Operational issues
 - o A significant rain event occurred on Dec. 9, 2019 evening into Dec. 10th. 1.13” inches of rain happened and a Sanitary Sewer Overflow (SSO) occurred said SSO was reported to the New Jersey State Department of Environmental Protection (DEP)
 - o A by-pass was implemented on Dec. 10th and two (2) additional times thereafter due to the rain
 - o The PS is operating as designed by upon the flow study conducted in 2013
 - The PS is experiencing 100,000 Gallons-Per-Day (GPD) over the baseline flow from same study of 200,000 GPD
 - o A new flow study has been approved and the Executive Director is working with Scott and Howard to research medium and long- term solutions
- Weston Canal Force Main (WCFM)
 - o Working with the Joint Insurance (JIF) to determine if any costs are reimbursable. File claim # 2082572078
 - o Received initial findings from Insurance Engineer
 - o FTSA & CME sent response to same on or about Dec. 6, 2019
 - o Met with Adjustor and Insurance Engineer on Dec. 18, 2020
 - o No decision or judgement to date has been made on the FTSA appeal

5. Resolutions

Standard

- **Payroll Account**
- **Operating Expense Account**
- **General Fund**
- **Renewal and Replacement**
- **Escrow**

Additional

1. Resolution amending, revising and supplementing the Franklin Township Sewerage Authority’s Employee Handbook and Employment Application.
2. Resolution Authorizing the Board Chairman and Board Secretary to execute an addendum to the agreement between CME Associates and the Authority for the Rodney Avenue pumping station project.
3. Resolution Authorizing the Board Chairman and Board Secretary to execute Four (4) Agreements with B-SAFE SECURITY, Inc.
4. Resolution to accept the JIF 2020 Risk Management Consultant’s Agreement.

6. Other Items

- a. Additional Rodney Ave costs to be considered as part of a supplemental loan application working with Bond and Financial Advisor, expect to present proposal in February 2020.
- b. Phase II of the office reconfigurations are planned for completion by January 31, 2020 (Billing, Reception and Administrative Manager)
- c. Phase II of the FTSA enhanced security system is a work in progress. Said project will add outside cameras and card entry access versus keys for both the Administration and Maintenance Buildings.
- d. SAVE THE DATE: AEA Utility Management Conference / March 11-12, 2020 / Caesars, Atlantic City

7. Closed session: Yes

- a. Union Contract
- b. Executive Director's contract

OPERATIONS REPORT ~ Presented by Scott Nocero

Copies of the Operations Report were provided as follows:

Pump Stations

Routine pump station maintenance including valve exercising, wet well cleaning, alarm testing, leaf clean-ups and pump lubrications were performed.

All emergency generators were exercised in accordance with the State's Air Quality Program.

Meadow Ave P.S.: As was reported last month, the station is still operating on a temporary primary controller while having a secondary system on stand-by. The new primary unit was expected week of January 6th. During the month, FTSA staff replaced the faulty pressure transducer in the control cabinet, while also changing a faulty relay in VFD #1 cabinet. This relay sends a signal over to the controller telling it what speed to run based level in the well.

Stonehenge P.S.: FTSA staff troubleshot a level control issue that was happening intermittently. What was discovered was that the Healy Ruff Float-Pak Controller needed to be replaced as it had a bad main board, which was not repairable. Work was performed by FTSA staff.

School Ave P.S.: Our staff identified and replaced the broken belt for the wet well ventilation blower.

Six Mile Run P.S.: As reported last month, we were and still are experiencing intermittent electrical failures during pump cycles. Our staff has been working with MMC on the troubleshooting through process of elimination. The work is in progress as parts had to be ordered.

Sunflower P.S.: On December 12, 2019, FTSA installed an aeration system known as the “Wet Well Wizard” as part of a no cost demonstration. This system is supposed to eliminate “FOG” (Fats-Oil-Grease). It is also expected to eliminate/reduce odors and corrosion in both the wet well & downstream by preventing the formation of Hydrogen Sulfide or Sulfuric Acid. I had EVOQUA install an ODALOGGER at the outfall MH to gather data compared to when we use BIOXIDE (currently off). Demonstration will last approximately two (2) months.

Sunflower & Stonehenge P.S.: FTSA assembled fittings to adapt to our pump station piping in the valve chambers that would connect to our High Pressure Jet Truck; this was done as a trial in an attempt to flush clean these two (2) small Force Mains (3” & 4”) of slime build-up, as we started to notice longer pump run times. This method worked great and will now be part of our routine maintenance regarding these two (2) sites as the smaller pipes tend to collect more slime build-up.

Odor and Corrosion Control

EVOQUA performed their monthly service and inspection of our odor and corrosion control systems. There were no odor complaints during the month.

Developer/Inspection Related Issues

During the month, our staff performed inspections for Canal Walk, #50 Veronica Ave. (future warehouse) and Bridge Developers (future Amazon + 2 warehouses).

Collection System Related Issues

Gravity Sewer Flushing (2-Year Twp. Wide Program) During the month, our staff flushed and cleaned 26,780’ of main sewer line as part of our ongoing preventive maintenance program. Current estimate from January 2019 to present is forty-six (46%) percent of our overall goal has occurred.

Our staff responded to #102 Mosher Road for a faulty E-One Grinder Pump. The unit was replaced with an operating pump, while the failed grinder was rebuilt in our shop.

On December 10, 2019 prior to the start of the shift, our staff responded to the Somerset Street Pump Station for a high water alarm to find both the wet well and grinder chamber surcharged with sewerage as the pumps were still running but unable to keep up with the flow. Once someone reported back to me, I asked our crew to go check Somerset Street as the sewer is much shallower. It was discovered that we were discharging onto the street, in effect having an SSO (Sanitary Sewer Overflow). My initial call was to get a

crew out with our Vac Truck in an attempt to minimize the gallons of discharge. I started to throw around the idea of using our 6" Diesel By-Pass pump essentially in the hopes of being able to move more water, faster, so we mobilized and hooked up by-pass. Once such was operational, we stopped discharging within seven to ten (7-10) minutes from start-up. There has been four (4) rain events where we had to use the by-pass to overcome the flow. There is obviously a capacity issue relevant to the amount of flow coming to the station. Keep in mind that the FTSA attempted to be proactive in identifying & repairing I&I (Infiltration & Inflow) issues throughout the drainage area in 2014-2015 prior to final designs of the pump station. FTSA has asked the FTWD (Franklin Twp. Water Dept.) to investigate the area relevant to water breaks/leaks. Water table is normally high in this area.

Complaint and Alarm Disposition

During the month, our staff responded to several concerns from residents in regards to slow draining sewers. In most cases, the problems were identified to be the homeowner's responsibility. There were two (2) calls where FTSA staff was able to assist utilizing the clean-out access at the curb-line to clear stoppages.

Safety

There were no accidents or injuries for the month of December.

Connections

Current Months Connections:	.50
Total to Date:	167
Anticipated for the Fiscal Year:	372

COMMITTEE REPORTS:

NEGOTIATIONS / PERSONNEL COMMITTEE

Chairman Galtieri said there was nothing to report.

MUNICIPAL LIAISON COMMITTEE

Chairman Galtieri said, on January 6, 2020, the Township Council appointed two (2) Alternate members to the Authority, therefore, the Commissioners should be back to full staff starting with the February Board meeting.

Chairman Galtieri acknowledged that Commissioner Anbarasan was also sworn in as Councilman Anbarasan.

CONSTRUCTION COMMITTEE

Chairman Galtieri said the next Construction meeting is scheduled for January 16, 2020.

SAFETY COMMITTEE

Chairman Galtieri said there were no accidents and there is nothing further to report.

APPROVAL OF RESOLUTIONS

The approval of some of the resolutions will be done by the Consent Agenda.

Chairman Galtieri said that all the items listed below are considered to be of a routine nature, thereby requiring one (1) motion and one (1) second for all items.

If any member wishes to remove an item from the Consent Agenda, please advise (the Chair) at this time which resolution(s) need to be handled separately and they will be addressed and voted on separately. No one made such request to remove.

Payroll Account \$ 174,252.81

Operating Expense Account \$ 234,241.32

General Fund \$ 289,603.84

Renewal and Replacement \$ 33,753.25

Escrow \$ 18,022.04

Mr. Anbarasan made a motion to approve the Consent Agenda, seconded by Ms. DeVeaux.

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY
RESOLUTION
01072020 - 06**

**RESOLUTION AMENDING, REVISING AND SUPPLEMENTING THE
FRANKLIN TOWNSHIP SEWERAGE AUTHORITY'S EMPLOYEE
HANDBOOK AND EMPLOYMENT APPLICATION.**

WHEREAS, the Sewerage Authority of the Township of Franklin (the "Authority"), a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township; and,

WHEREAS, the Authority is authorized to employ individuals to carry out the purposes of the Authority; and,

WHEREAS, the Authority believes that it is in the best interest to periodically review, amend and revise the Authority's Employment Application and Employee Handbook; and,

WHEREAS, the Authority has determined to amend and revise its Employment Application and Employee Handbook, copies of said proposals being maintained in the Office of the Executive Director of the Authority and the contents of which are incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Sewerage Authority of the Township of Franklin that the revised and amended Employment Application and Employee Handbook, as maintained in the Office of the Authority's Executive Director, are hereby adopted and memorialized by this Resolution.

Offered by: Ms. DeVeaux

Seconded by: Mr. Anbarasan

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

RESOLUTION

01072020 – 07

**RESOLUTION AUTHORIZING THE BOARD CHAIRMAN AND BOARD
SECRETARY TO EXECUTE AN ADDENDUM TO THE AGREEMENT
BETWEEN CME ASSOCIATES AND THE AUTHORITY FOR THE RODNEY
AVENUE PUMPING STATION PROJECT**

WHEREAS, CME Associates served as the Consulting Engineers to the Franklin Township Sewerage Authority on the Rodney Avenue Pumping Station project; and,

WHEREAS, the complexity and issues related to the Rodney Avenue project required considerably more services, time and effort on CME Associates' part as it relates to the construction and completion of the project; and,

WHEREAS, after considerable discussions and negotiations between representatives of CME Associates and the FTSA, the parties have come to a proposed resolution to address the amendment to CME's contract with FTSA as it relates to the Rodney Avenue Pumping Station project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Authority hereby authorizes the Board Chairman and Board Secretary to execute an Addendum, to be drafted by the Authority's General Counsel, to the agreement between CME Associates and the Authority for the Rodney Avenue Pumping Station project, subject to the availability of funds, in accordance with the provisions of CME Associates correspondence to Brian Regan, FTSA Executive Director, dated November 26, 2019, which is made a part of this Resolution as if attached hereto, in the amount of \$208,044.00

Offered by: Ms. Ford
Seconded by: Mr. Tiwari

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

RESOLUTION
01072020 - 08

**RESOLUTION AUTHORIZING THE BOARD CHAIRMAN AND BOARD
SECRETARY TO EXECUTE FOUR (4) AGREEMENTS WITH B-SAFE
SECURITY, INC.**

WHEREAS, the Township of Franklin Sewerage Authority, a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et seq., for the purposes of creating, managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township of Franklin (hereinafter referred to as the “Authority”); and,

WHEREAS, the Authority, in order to carry out its above referenced obligations, is in need of a security system, consisting of both a camera and an electronically locking door, one (1) of each at both the Authority’s Administrative Building and the Authority’s Maintenance Building; and,

WHEREAS, the Authority has determined to purchase the two (2) proposed cameras and two (2) proposed electronically locking doors and have them installed and monitored; and,

WHEREAS, B-Safe Security, Inc. can provide the said cameras and electronically locking doors, as well as install and monitor the same and has submitted a four (4) proposed Commercial Agreements to do so, one (1) for each piece of security equipment. Said Agreements are on file in the office of the Administrative Manager in the Authority's Administrative Building and are incorporated herein as if attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Board Chairman and Board Secretary are hereby authorized to execute four (4) Commercial Agreements with B Safe Security, Inc. for the equipment/services set forth above.

Offered by: Ms. DeVeaux
Seconded by: Mr. Anbarasan

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

RESOLUTION
01072020 - 09

RE: RISK MANAGEMENT CONSULTANTS AGREEMENT

BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset that the attached agreement between Risk Management Consultants and the Franklin Township Sewerage Authority be and is hereby approved.

Offered by: Mr. Anbarasan
Seconded by: Ms. DeVeaux

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

Mr. Bernstein announced that the Authority will go into Executive Session for purposes pursuant to N.J.S.A. 10:4-12b (4) (collective bargaining negotiations) and (7) (attorney client privilege) related to the Somerset Street PS, as well as negotiations regarding a collective bargaining agreement between the Authority and USWU and an issue involving the Executive Directive, whom agreed to waive his RICE Notice rights. Mr. Bernstein said formal action will be taken at the conclusion of the Executive Session.

WHEREAS, items on the agenda fall under paragraphs 4 and 7 of the Open Public Meeting Act of New Jersey N.J.S.A. 10:4-12(b) and the public shall be excluded from this portion of the meeting. Public disclosures will be made available upon resolution of these matters and confidentiality is no longer necessary.

Chairman Galtieri asked for a motion to go into Executive Session.

Ms. DeVeaux made a motion to go into the Executive Session at 7:09 PM, seconded by Mr. Tiwari.

A Roll Call was taken by acclamation as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Tiwari made a motion to come out of the Executive Session, seconded by Mr. Anbarasan at 8:28 P.M.

A Roll Call was taken by acclamation as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Bernstein made the following statement as the Board reentered for Open Session:

Let the record reflect that all members of the Board of Commissioners of the Franklin Township Sewerage Authority present at the commencement of the Executive Session were present at the recommencement of the Public Session, as well as the General Counsel, the Executive Director and the Administrative Manager. Also present during portions of the Executive Session were Howard Matteson, Consulting Engineer of CDM Smith, and Scott Nocero, Operations Manager and Christian Santiago, Staff Engineer of the Franklin Township Sewerage Authority.

Mr. Bernstein said he is seeking a motion to authorize CDM Smith to engage in design and related permitting services on behalf of the Authority in conjunction with the Authority's Executive Director and Operations Manager relative to the East Millstone Pumping Station project in an amount not to exceed 175K.

Mr. Tiwari made a motion, seconded by Mr. Anbarasan.

A Roll Call was taken as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Bernstein said we are also seeking a motion to authorize an emergency or special meeting, if necessary, depending on the timeframe between now and the February 4, 2020 Re-Organization meeting if the Executive Director and/or the Operations Manager believes it is necessary relative to the Somerset Street Pump Station operations.

Ms. Ford made a motion, seconded by Ms. DeVeaux as follows:

A Roll Call was taken as follows:

VOTE:	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Bernstein said let the record reflect the Board also discussed ongoing negotiations with the USWU relative to a new Collective Bargaining Agreement involving the manpower at the Authority. Mr. Bernstein said the Executive Director and Commissioner Anbarasan will participate in an initial session with Union next Tuesday, January 14, 2020. Further negotiations may involve the General Counsel along with the Personnel/Negotiations Committee and Administrative Staff with the current Contract of any recommendations for possible initial proposal from the Authority.

Mr. Bernstein said, last but not least, Mr. Regan indicated to the Board that he is not exercising his renewal option on his Employment Contract and that he will cease at the conclusion of this current situation. Mr. Bernstein said let the record reflect that notice was provided with the same.

Chairman Galtieri asked for a motion to adjourn.

Ms. Ford made a motion to adjourn the meeting at 8:40 PM, seconded by Mr. Anbarasan.

All Commissioners present voted "Aye".

Respectfully submitted,

Apryl L. Roach

Apryl L. Roach, MBA, MSHRM, PHR, SHRM-CP, Q.P.A., R.P.P.S.
Administrative Manager

RESOLUTION

01072020 – 01

BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset, that Requisition #640 of the Payroll Account Fund per Bond Resolution dated August 28, 1989 for the amount of \$ 174,252.81 be authorized and approved for payment, and

BE IT FURTHER RESOLVED that a Certified Copy of the RESOLUTION together with Requisition #640 of the Payroll Account Fund be forwarded to the Bank of New York – Mellon, New Jersey Trustee.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER



CHAIRPERSON

Adopted: January 7, 2020

RESOLUTION

01072020 - 2


BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset, that Requisition #696 of the Operating Expense Fund per Bond Resolution dated August 28, 1989, for the amount of \$ 234,241.32 be authorized and approved for payment, and

BE IT FURTHER RESOLVED that a Certified Copy of the RESOLUTION together with Requisition #696 of the Operating Expense Fund be forwarded to the Bank of New York – Mellon, New Jersey Trustee.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER



CHAIRPERSON

Adopted: January 7, 2020

RESOLUTION


01072020- 3

BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset, that Requisition # 507 of the General Fund per Bond Resolution dated August 28, 1989 for the amount of \$ 289,603.84 authorized and approved for payment, and **BE IT FURTHER RESOLVED** that a Certified Copy of the RESOLUTION together with Requisition # 507 of the General Fund be forwarded to the Bank of NewYork – Mellon New Jersey, Trustee.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER



CHAIRPERSON

Adopted: January 7, 2020

RESOLUTION

01072020 - 4

BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset, that Requisition # 105 of the Renewal and Replacement Account per Bond Resolution dated August 28, 1989 for the amount of \$ 33,753.25 hereby be authorized and approved for payment, and

BE IT FURTHER RESOLVED that a Certified Copy of the RESOLUTION together with Requisition # 105 of the Renewal & Replacement be forwarded to the Bank of New York – Mellon New Jersey, Trustee.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER



CHAIRPERSON

Adopted: January 7, 2020

**RESOLUTION
JANUARY 2020
01072020 - 5**

Re: ESCROW FUND

**BE AND IT IS HEREBY RESOLVED, by the Township of Franklin
Sewerage Authority in the County of Somerset, that the following payments be made from
the Escrow Fund.**

INSPECTIONS	6,191.25
ESCROW RELEASE-FRANKLIN GREEN OWNER, LLC	1,023.93
ESCROW RELEASE-ALTERNATIVES, INC.	417.21
ESCROW RELEASE-1340 HAMILTON STREET	2,154.65
ESCROW RELEASE-RUKH CEDAR GROVE LANE PROPERTIES, LLC	852.00
ESCROW RELEASE-150 PIERCE ST., LLC	400.00
ESCROW RELEASE-ANANDA MADIR INC.	168.00
ESCROW RELEASE-COUNTRY CLASSICS DEVELOPMENT CO	4,250.00
ESCROW RELEASE-WAWA, INC.	2,565.00
TOTAL ESCROW REQUISITION	<u>\$18,022.04</u>

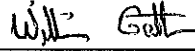
Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER



CHAIRPERSON

Adopted: January 7, 2020

FRANKLIN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION

01072020 - 06

**RESOLUTION AMENDING, REVISING AND SUPPLEMENTING THE
FRANKLIN TOWNSHIP SEWERAGE AUTHORITY'S EMPLOYEE
HANDBOOK AND EMPLOYMENT APPLICATION.**

WHEREAS, the Sewerage Authority of the Township of Franklin (the "Authority"), a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township; and,

WHEREAS, the Authority is authorized to employ individuals to carry out the purposes of the Authority; and,

WHEREAS, the Authority believes that it is in the best interest to periodically review, amend and revise the Authority's Employment Application and Employee Handbook; and,

WHEREAS, the Authority has determined to amend and revise its Employment Application and Employee Handbook, copies of said proposals being maintained in the Office of the Executive Director of the Authority and the contents of which are incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Sewerage Authority of the Township of Franklin that the revised and amended

Employment Application and Employee Handbook, as maintained in the Office of the Authority's Executive Director, are hereby adopted and memorialized by this Resolution.

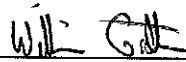
Offered by: Ms. DeVeaux
Seconded by: Mr. Anbarasan

VOTE:

Mr. Anbarasan	- Aye
Ms. DeVeaux	- Aye
Ms. Ford	- Aye
Mr. Tiwari	- Aye
Chairman Galtieri	- Aye



SECRETARY-TREASURER



CHAIRMAN

Adopted: January 7, 2020

FRANKLIN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION

01072020 – 07

**RESOLUTION AUTHORIZING THE BOARD CHAIRMAN AND BOARD
SECRETARY TO EXECUTE AN ADDENDUM TO THE AGREEMENT
BETWEEN CME ASSOCIATES AND THE AUTHORITY FOR THE RODNEY
AVENUE PUMPING STATION PROJECT**

WHEREAS, CME Associates served as the Consulting Engineers to the Franklin Township Sewerage Authority on the Rodney Avenue Pumping Station project; and,

WHEREAS, the complexity and issues related to the Rodney Avenue project required considerably more services, time and effort on CME Associates' part as it relates to the construction and completion of the project; and,

WHEREAS, after considerable discussions and negotiations between representatives of CME Associates and the FTSA, the parties have come to a proposed resolution to address the amendment to CME's contract with FTSA as it relates to the Rodney Avenue Pumping Station project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Authority hereby authorizes the Board Chairman and Board Secretary to execute an Addendum, to be drafted by the Authority's General Counsel, to the agreement between CME Associates and the Authority for the Rodney Avenue Pumping Station project, subject to the availability of funds, in accordance with the provisions of CME Associates

correspondence to Brian Regan, FTSA Executive Director, dated November 26, 2019,
which is made a part of this Resolution as if attached hereto, in the amount of \$208,044.00

Offered by: Ms. Ford
Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY-TREASURER



CHAIRMAN

Adopted: January 7, 2020

FRANKLIN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION

01072020 - 08

**RESOLUTION AUTHORIZING THE BOARD CHAIRMAN AND BOARD
SECRETARY TO EXECUTE FOUR (4) AGREEMENTS WITH B-SAFE
SECURITY, INC.**

WHEREAS, the Township of Franklin Sewerage Authority, a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et seq., for the purposes of creating, managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township of Franklin (hereinafter referred to as the "Authority"); and,

WHEREAS, the Authority, in order to carry out its above referenced obligations, is in need of a security system, consisting of both a camera and an electronically locking door, one (1) of each at both the Authority's Administrative Building and the Authority's Maintenance Building; and,

WHEREAS, the Authority has determined to purchase the two (2) proposed cameras and two (2) proposed electronically locking doors and have them installed and monitored; and,

WHEREAS, B-Safe Security, Inc. can provide the said cameras and electronically locking doors, as well as install and monitor the same and has submitted a four (4) proposed Commercial Agreements to do so, one (1) for each piece of security equipment. Said Agreements are on file in the office of the Administrative Manager in the Authority's Administrative Building and are incorporated herein as if attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Board Chairman and Board Secretary are hereby authorized to execute four (4) Commercial Agreements with B Safe Security, Inc. for the equipment/services set forth above.

Offered by: Ms. DeVeaux
Seconded by: Mr. Anbarasan

VOTE:

Mr. Anbarasan	- Aye
Ms. DeVeaux	- Aye
Ms. Ford	- Aye
Mr. Tiwari	- Aye
Chairman Galtieri	- Aye



SECRETARY-TREASURER



CHAIRMAN

Adopted: January 7, 2020

FRANKLIN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION

01072020 - 09

RE: RISK MANAGEMENT CONSULTANTS AGREEMENT

BE AND IT IS HEREBY RESOLVED, by the Township of Franklin Sewerage Authority in the County of Somerset that the attached agreement between Risk Management Consultants and the Franklin Township Sewerage Authority be and is hereby approved.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Anbarasan	- Aye
	Ms. DeVeaux	- Aye
	Ms. Ford	- Aye
	Mr. Tiwari	- Aye
	Chairman Galtieri	- Aye



SECRETARY / TREASURER


CHAIRPERSON

ADOPTED: January 7, 2020

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1st day of January 1, 2020 between the Franklin Township Sewerage Authority (hereinafter referred to as AUTHORITY) and Arthur J. Gallagher Risk Management Services Inc. (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Utility Municipal Joint Insurance Fund, and;

WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held January 7, 2020 and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- I.*** For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
- a) Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b) Assist the AUTHORITY in understanding the various coverages available from the New Jersey Utility Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c) Review with the AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverages outside the FUND.
 - d) Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f) Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.
 - g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.
 - h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
- a) The CONSULTANT shall be paid by the AUTHORITY a fee as compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
 - b) For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).

3. The term of this Agreement shall be one (1) year. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:


APRIL L. ROACH

AUTHORITY:


BRIAN G. REGAN

ATTEST:

CONSULTANT:

Note: This sample has been promulgated by the MEL to assist members in preparing or negotiating agreements with their risk managers. It does not represent an official statement of MEL policy, nor is it an endorsement of any form or amount of compensation. Careful consideration at the local level should be given to determine how the document may be amended to meet a community's unique needs or desires. Prior to use, the sample should also be reviewed by the local attorney for form, consistency with local JIF bylaws, inclusion of affirmative action language, etc.