

**THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
Resolutions**

**March 27, 2014**

- [2014-49](#) Ratifying Cash Management Report for February 2014.
- [2014-50](#) Granting a Performance Bond Release for Sewer and Water to South Knolls, Sections 2E-2G.
- [2014-51](#) Granting a Sewer and Water Performance Guarantee Release to Christina Court, Block 6704, Lots 10.01 – 10.10 (f/k/a Block 125.21, Lot 10).
- [2014-52](#) Ratifying Payment of Vouchers, Deposit Refunds and Payroll.
- [2014-53](#) Rejecting a Competitive Contracting Proposal for the Supervisory Control and Data Acquisition (SCADA) System Software Support and Services Contract.
- [2014-54](#) Adopting Personnel Policies and Procedures Manual and Employee Handbook.

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY RATIFYING THE CASH MANAGEMENT REPORT  
FOR MONTH ENDING FEBRUARY 28, 2014**

**RESOLUTION NO. 2014-49**

WHEREAS, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the "Authority") is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

WHEREAS, the attached Cash Management Report "Schedule A" has been examined and certified by the Executive Director and Members of the Jackson Township Municipal Utilities Authority; and

WHEREAS, said report has been found to be reasonable.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

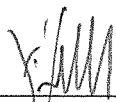
1. Cash Management Report attached as "Schedule A" is hereby approved and ratified.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAROL BLAKE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GENEVA CLAYTON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CLARA GLORY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VICKI RICKABAUGH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PEGGI STURMFELS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27th day of March, 2014.

  
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 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
GRANTING A PERFORMANCE BOND RELEASE FOR SEWER AND WATER TO  
SOUTH KNOLLS SECTIONS 2E-2G,  
ON THE TAX MAP OF THE TOWNSHIP OF JACKSON**

**RESOLUTION NO. 2014-50**

WHEREAS, the Jackson Township Municipal Utilities Authority (hereinafter referred to as "Authority") is a duly-organized Municipal Utilities Authority under N.J.S.A. 40:14B-1 et seq.; and

WHEREAS, Jackson Development Company, LLC ("Developer") is the owner of a certain project known as "South Knolls Sections 2E-2G" in the Township of Jackson has requested a performance bond release for Water Performance Bond No. 1003140, issued by Lexon Insurance Company and Sewer Performance Bond No. 1003139, issued by Lexon Insurance Company; and

WHEREAS, the Authority's Consulting Engineer, Remington, Vernick & Vena Engineers, have recommended that the aforesaid performance bonds issued by Lexon Insurance Company be released upon submittal and acceptance of the required two (2) year maintenance bond for water in the amount of \$103,658.69 and for sewer in the amount of \$96,234.19, subject to terms and conditions as set forth in the Engineer's letter of March 18, 2014 attached hereto as Exhibit A.

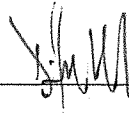
NOW, THEREFORE, BE IT RESOLVED by the Jackson Township Municipal Utilities Authority, in the Township of Jackson, County of Ocean and State of New Jersey, as follows:

1. The Authority hereby approves the release of Water Performance Bond No. 1003130 and Sewer Performance Bond No. 1003139, in accordance with the Consulting Engineer's letter dated March 18, 2014.
2. This Resolution is contingent upon receipt and approval of aforesaid Maintenance Bonds by the Authority's General Counsel.
3. The Authority hereby authorizes and directs its Executive Director to provide copies of this Resolution to the Authority's General Counsel, the Authority's Consulting Engineer, the Developer and such other persons or entities, as he deems appropriate.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON				X
CLARA GLORY	X			
VICKI RICKABAUGH	X			
ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK				
PEGGI STURMFELS	X			

Resolution No. 2014-50

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27<sup>th</sup> day of March, 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
GRANTING A SEWER & WATER PERFORMANCE GUARANTEE RELEASE TO  
CHRISTINA COURT, BLOCK 6704, LOTS 10.01 – 10.10 (F/K/A BLOCK 125.21, LOT 10),  
ON THE TAX MAP OF THE TOWNSHIP OF JACKSON**

**RESOLUTION NO. 2014-51**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as “Authority”) is a duly-organized Municipal Utilities Authority under N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, JSG Trading Corp. (“Developer”) has requested a sewer & water system performance guarantee release for the above referenced project; and

**WHEREAS**, the Authority’s Executive Director and the Engineering Committee have recommended that the aforesaid performance guarantees in the form of Sewer System Irrevocable Letter of Credit No. 1486 issued by Amboy National Bank, in the reduced amount of \$25,956.30 and Water Irrevocable Letter of Credit No. 1485 issued by Amboy National Bank, in the reduced amount of \$12,959.40 be released and that no maintenance bonds be posted as the project has been completed for approximately ten (10) years, subject to certain terms and conditions set forth in the Authority’s memo dated March 17, 2014 attached hereto as “Exhibit A”.

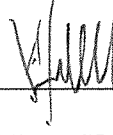
**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. The Authority hereby approves performance guarantee releases in the form of Water System Irrevocable Letter of Credit No. 1486 and Sewer System Irrevocable letter of Credit No. 1485 for its project located at Christina Court, Block 6704, Lots 10.01 – 10.10 (f/k/a Block 125.21, Lot 10) issued in the reduced amounts of \$25,956.30 and \$12,959.40, subject to the satisfaction of the terms and conditions set forth in the Authority’s memo of March 17, 2014, attached hereto as “Exhibit A”.
2. The Authority Executive Director is hereby authorized to provide copies hereof to the Developer, the Developer’s Legal Counsel, V. Walsh Construction and such other persons or entities, as he deems appropriate.

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON				✓
CLARA GLORY	X			
VICKI RICKABAUGH	X			
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK				
PEGGI STURMFELS	X			

Resolution No. 2014-51

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27<sup>th</sup> day of March, 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY AUTHORIZING PAYMENT OF  
VOUCHERS, DEPOSIT REFUNDS AND PAYROLL**

**RESOLUTION NO. 2014-52**

WHEREAS, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the "Authority") is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

WHEREAS, the attached vouchers "Schedule A" and attached check registers "Schedule B" totaling \$512,168.22 have been examined and certified by the Executive Director and Members of the Jackson Township Municipal Utilities Authority; and

WHEREAS, said vouchers have been found to be reasonable and necessary, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Jackson Township Municipal Utilities Authority, in the Township of Jackson, County of Ocean, State of New Jersey, as follows:

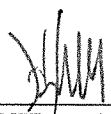
1. Vouchers attached as "Schedule A" are hereby approved for payment.
2. The Authority's Executive Director is authorized to make payment.
3. The Executive Director certifies that sufficient funds are available and have been appropriated for payment of said vouchers.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	<u>X</u>	_____	_____	_____
CAROL BLAKE	<u>X</u>	_____	_____	_____
GENEVA CLAYTON	_____	_____	_____	<u>X</u>
CLARA GLORY	_____	_____	<u>X</u> <u>chk #19956</u>	_____
VICKI RICKABAUGH	<u>X</u>	_____	_____	_____

ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK	_____	_____	_____	_____
PEGGI STURMFELS	<u>X</u>	_____	_____	_____

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27th day of March, 2014.

  
 \_\_\_\_\_  
 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REJECTING A COMPETITIVE CONTRACTING PROPOSAL FOR THE SUPERVISORY  
CONTROL AND DATA ACQUISITION (SCADA) SYSTEM SOFTWARE SUPPORT  
AND SERVICES CONTRACT**

**RESOLUTION NO. 2014-53**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as “Authority”) is a duly-organized Municipal Utilities Authority under N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, the Authority holds the exclusive right and franchise to provide sewer and water service to the lands within its district; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.1, et seq., the Authority advertised for competitive contract proposals pursuant to the Local Public Contracts Law for the Supervisory Control and Data Acquisition (SCADA) System Software Support and Services, Contract No. C3-00064; and

**WHEREAS**, one (1) proposal was received and publicly opened on January 28, 2014; and

**WHEREAS**, the Authority’s Attorney, Hering, Gannon & McKenna have reviewed the competitive contracting proposal of Emerson Process Management and found the same to be non-responsive to the requirements set forth in the Authority’s specifications in that they deviated and supplemented the specifications to severally limit their liability in regard to their contractual obligations to the potential detriment of the Authority; and

**WHEREAS**, the Authority’s staff had previously reviewed said competitive contracting proposal; and

**WHEREAS**, the Commissioners of the Authority are hereby, based upon the recommendation of their attorney, rejecting said proposal received from Emerson Process Management.

**NOW, THEREFORE, BE IT RESOLVED** by the Jackson Township Municipal Utilities Authority, in the Township of Jackson, County of Ocean and State of New Jersey, as follows:

1. That the Authority hereby authorizes the rejection of the sole proposal submitted by Emerson Process Management based upon it being non-responsive to the Authority’s bid specifications and contractual requirements.
2. That the Authority’s Executive Director is authorized to return any bid and other security and to notify the bidder of the rejection of its proposal.
3. That upon the adoption of the within Resolution the Executive Director shall forward copies to the Authority’s General Counsel, all bidders for the project, and all other interested parties.



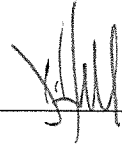
Resolution No. 2014-53

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	<u>X</u>	_____	_____	_____
CAROL BLAKE	<u>X</u>	_____	_____	_____
GENEVA CLAYTON	_____	_____	_____	<u>X</u>
CLARA GLORY	<u>X</u>	_____	_____	_____
VICKI RICKABAUGH	<u>X</u>	_____	_____	_____

<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK	_____	_____	_____	_____
PEGGI STURMFELS	<u>X</u>	_____	_____	_____

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27<sup>th</sup> day of March, 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY ADOPTING PERSONNEL POLICES AND PROCEDURES  
MANUAL AND EMPLOYEE HANDBOOK**

**RESOLUTION NO. 2014-54**

WHEREAS, the Jackson Township Municipal Utilities Authority (“Authority”) is a duly constituted corporate body politic operating pursuant to the provisions of the New Jersey Statute 40:14B-1 et seq.; and

WHEREAS, The Jackson Township Municipal Utilities Authority, wishes to adopt the Personnel Polices and Procedures Manual and Employee Handbook governing policies/procedures for the Jackson Township Municipal Utilities Authority; and

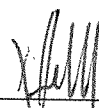
NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey that the documents dated March 2014, and entitled “Personnel Policies and Procedures Manual and Employee Handbook,” are hereby adopted, and any other resolutions or policies heretofore adopted by the Authority which are inconsistent with this resolution are hereby rescinded. Copies of the newly adopted “Personnel Policies and Procedures Manual and Employee Handbook” will be distributed to all Authority Employees.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON				
CLARA GLORY	X			X
VICKI RICKABAUGH	X			

ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK				
PEGGI STURMFELS	X			

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 27th day of March 2014.

  
 \_\_\_\_\_  
 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority