

**EDGEWATER PARK SEWERAGE AUTHORITY**

**2018 RESOLUTIONS**

**RESOLUTION 2018-01 ACCEPT CHANGE ORDER #1 FOR MT HOLLY ROAD SEWER PROJECT**

**RESOLUTION 2018-02 ADOPT 2018 BUDGET**

**RESOLUTION 2018-03 NOTICE OF ANNUAL SCHEDULED MEETINGS AND DESIGNATION OF MEETING DATES FOR THE YEAR 2018**

**RESOLUTION 2018-04 DESIGNATING THE BURLINGTON COUNTY TIMES AND THE COURIER POST NEWSPAPERS AS THE EPSA OFFICIAL NEWSPAPERS FOR ADVERTISING FOR THE YEAR 2018**

**RESOLUTION 2018-05 DESIGNATING DEPOSITORY FOR THE YEAR 2018 (DELANCO FEDERAL SAVINGS BANK)**

**RESOLUTION 2018-06 APPOINTMENT OF AN AUDITOR FOR THE YEAR 2018 (BRENT LEE)**

**RESOLUTION 2018-07 APPOINTMENT OF A SOLICITOR FOR THE YEAR 2018 (GEORGE R. SAPONARO) OF SAPONARO LAW GROUP**

**RESOLUTION 2018-08 APPOINTMENT OF AN ENGINEER FOR THE YEAR 2018 (ENVIRONMENTAL RESOLUTIONS, INC)**

**RESOLUTION 2018-09 APPOINTMENT OF A SPECIAL PROJECTS ENGINEER FOR THE YEAR 2018 (ENVIRONMENTAL RESOLUTIONS, INC)**

**RESOLUTION 2018-10 APPOINTMENT OF AN INSURANCE BROKER FOR THE YEAR 2018 (HAINES & HAINES/T.C. IRONS AGENCY)**

**RESOLUTION 2018-11 APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER FOR THE YEAR 2018 (MICHELLE ATZERT)**

**RESOLUTION 2018-12 GRANTING THE CHAIRMAN AND THE EXECUTIVE DIRECTOR OF THE AUTHORITY TO EXECUTE NJDEP AND EPA APPLICATIONS FOR THE YEAR 2018 (JOHN ALEXANDER, EPSA CHAIRMAN & GEORGE CONARD, EXECUTIVE DIRECTOR)**

**RESOLUTION 2018-13 AUTHORIZING TO PURCHASE UNDER STATE CONTRACT FOR THE YEAR 2018 (EDGEWATER PARK SEWERAGE AUTHORITY)**

**RESOLUTION 2018-14 APPOINTMENT OF AN AUTHORITY SECRETARY FOR THE YEAR 2018 (JUDITH HALL)**

**RESOLUTION 2018-15 APPOINTMENT OF A TREASURER FOR THE YEAR 2018 (MICHELLE ATZERT)**

**RESOLUTION 2018-16 APPENDIX C – ANNUAL AUDIT FOR FISCAL YEAR ENDED 11/30/17**

**RESOLUTION 2018-17 APPROVING OFFICE LEASE FOR A 3 YEAR TERM EFFECTIVE 6/1/18**

**RESOLUTION 2018-18 AUTHORIZING AGREEMENT TO TV & INSPECT SEWER LINES ON BRIDGEBORO RD, APPLE RD, PLUM RD, ORANGE RD, PEACH RD, LEMON CT.**

**RESOLUTION 2018-19 INTRODUCING THE 2019 EPSA BUDGET**

**RESOLUTION 2018-20 REFUND NEIL KAPLAN, 1158 COOPER ST, FOR SEWER OVERPAYMENT DUE TO HIS MORTGAGE COMPANY MAKING THE PAYMENT**

**RESOLUTION 2018-21 ADOPT THE 2019 EPSA BUDGET**

**RESOLUTION 2018-22 AUTHORIZING EXECUTION OF A TREATMENT WORKS APPROVAL APPLICATION  
(Pump Station #1 Elimination Project)**

**RESOLUTION NO. 2018-01**

**RESOLUTION OF THE EDGEWATER PARK SEWERAGE AUTHORITY  
AUTHORIZING CHANGE ORDER No. 1 TO THE CONTRACT WITH  
ASPHALT PAVING SYSTEMS, INC  
FOR IMPROVEMENTS TO MOUNT HOLLY ROAD**

**WHEREAS**, the Edgewater Park Sewerage Authority (EPSA) is a Public Entity and a Body Politic of the State of New Jersey created by the Edgewater Park Township Committee pursuant to New Jersey Statutes; and

**WHEREAS**, the EPSA has determined that it is in the best interest of its customers to eliminate Pump Station #5 and construct a gravity sewer in the right-of-way of Mount Holly Road; and

**WHEREAS**, the EPSA entered into a contract with Asphalt Paving Systems, Inc. to complete the above work; and

**WHEREAS**, the EPSA recognizes that from time to time it may be necessary to alter the scope of work of a project such as this and to enter into a Change Order with the contractor to effectuate that altered scope, and:

**WHEREAS**, the EPSA's Engineer has reviewed and recommended a Change Order request for this project submitted by Asphalt Paving Systems, Inc.;

**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Edgewater Park Sewerage Authority, in the County of Burlington, State of New Jersey as follows:

1. The EPSA hereby approves Change Order No. 1 to the above noted contract with Asphalt Paving Systems, Inc. in the amount of \$71,304.50 as recommended by the Authority Engineer;
2. The EPSA and its employees and agents are hereby authorized to take whatever steps are necessary to effectuate the implementation of the Change Order.

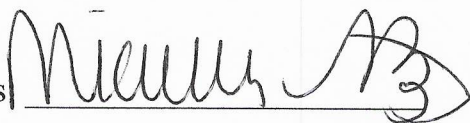
I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Edgewater Park Sewerage Authority, County of Burlington, State of New Jersey at the regular meeting held on December 13, 2017.

Edgewater Park Sewerage Authority

By: 

John Alexander, Chairman

Witness



Dated: 12-7-18



2018-02

## 2018 ADOPTED BUDGET RESOLUTION

### EDGEWATER PARK SEWERAGE AUTHORITY

FISCAL YEAR: FROM: DECEMBER 1, 2017 TO: NOVEMBER 30, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Edgewater Park Sewerage Authority for the fiscal year beginning December 1, 2017 and ending, November 31, 2018 has been presented for adoption before the governing body of the Edgewater Park Sewerage Authority at its open public meeting of December 13, 2017; and

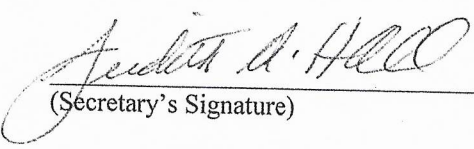
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,631,920, Total Appropriations, including any Accumulated Deficit, if any, of \$1,818,529 and Total Unrestricted Net Position utilized of \$ 186,609; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 500,000 and Total Unrestricted Net Position planned to be utilized of \$ 350,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Edgewater Park Sewerage Authority, at an open public meeting held on December 13, 2017 that the Annual Budget and Capital Budget/Program of the Edgewater Park Sewerage Authority for the fiscal year beginning, December 1, 2017 and, ending, November 30, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
(Secretary's Signature)

12-13-17  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

L. Holley

X

K. Johnson

X

J. Alexander

X

J. T. Pullion

X

J. Hall

X

## **RESOLUTION #2018-3**

### **EDGEWATER PARK SEWERAGE AUTHORITY NOTICE OF ANNUAL SCHEDULED MEETINGS**

#### **OFFICIAL PUBLIC MEETINGS**

All such meetings to be held at 7:00pm at the SEWERAGE AUTHORITY of the TOWNSHIP of EDGEWATER PARK, 1123 COOPER STREET, EDGEWATER PARK, NEW JERSEY, 08010. Formal action maybe taken at such meetings on any and all business involved with the Authority.

#### **REGULAR MONTHLY**

March 14, 2018  
April 11, 2018  
May 9, 2018  
June 13, 2018  
July 11, 2018  
August 8, 2018  
September 12, 2018

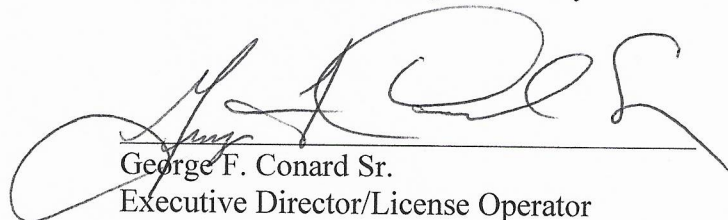
October 10, 2018  
November 14, 2018  
December 12, 2018  
January 9, 2019  
February 6, 2019 Re-Org  
Reg. Meeting to Follow

Notice is hereby given by the Edgewater Park Sewerage Authority that the following is a list of regular meetings of the Authority until the next regular reorganization meeting on February 6, 2019 at 6:30pm at the Edgewater Park Sewerage Authority office.

#### **SPECIAL SCHEDULED WORK SESSIONS**

Will be scheduled as needed and advertised at that time.

Edgewater Park Sewerage Authority



George F. Conard Sr.  
Executive Director/License Operator

## RESOLUTION #2018-04

### EDGEWATER PARK SEWERAGE AUTHORITY Resolution Designating the Official Newspapers of the Authority for Publication of Notices Where Required by Law

**WHEREAS**, the Edgewater Park Sewerage Authority, Township of Edgewater Park, County of Burlington, must by statutory law, publish various items in order to comply with said requirements of statutory law; and

**WHEREAS**, the Edgewater Park Sewerage Authority are desirous of designating various newspapers as official newspapers in which the Edgewater Park Sewerage Authority may publish various items during the 2018-2019 fiscal year,


**NOW, THEREFORE, BE IT RESOLVED** that the Edgewater Park Sewerage Authority Board designates: Burlington County Times and the Courier Post as the official newspaper of the Authority when necessary to publish required notices or other items during the 2018-2019 fiscal year pursuant to New Jersey statutes, unless said New Jersey statutory law otherwise mandates that a newspaper other than those referenced herein be used for said publications.

This Resolution shall take effect immediately upon adoption this 7th day of February, 2018.

Recorded Vote:	Mr. Alexander:	<input checked="" type="checkbox"/> _X_ _AYE	<input type="checkbox"/> __NO	<input type="checkbox"/> __ABSTAIN	<input type="checkbox"/> __ABSENT
	Mrs. Hall:	<input checked="" type="checkbox"/> _X_ _AYE	<input type="checkbox"/> __NO	<input type="checkbox"/> __ABSTAIN	<input type="checkbox"/> __ABSENT
	Mr. Holley:	<input checked="" type="checkbox"/> _X_ _AYE	<input type="checkbox"/> __NO	<input type="checkbox"/> __ABSTAIN	<input type="checkbox"/> __ABSENT
	Mr. Johnson:	<input checked="" type="checkbox"/> _X_ _AYE	<input type="checkbox"/> __NO	<input type="checkbox"/> __ABSTAIN	<input type="checkbox"/> __ABSENT
	Mr. Pullion:	<input type="checkbox"/> _ _AYE	<input type="checkbox"/> __NO	<input type="checkbox"/> __ABSTAIN	<input checked="" type="checkbox"/> _X_ _ABSENT

I hereby certify that this is a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

EDGEWATER PARK SEWERAGE AUTHORITY

By:   
Judith Hall, Secretary

## RESOLUTION #2018-05

### EDGEWATER PARK SEWERAGE AUTHORITY Resolution Designating Depositories

**WHEREAS**, the Sewerage Authority Law Constituting Chapter 138 of the pamphlet laws of the State of New Jersey, approved April 23, 1946, and the acts amendatory therefore and supplement thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose.

**NOW, THEREFORE**, be it resolved that Delanco Federal Savings Bank and including all banks located in the state of New Jersey, shall be depository for all current funds (main deposit and idle funds) of the Edgewater Park Sewerage Authority, and custodian shall be Michelle Atzert, Treasurer. Any two of the following must sign all disbursements:

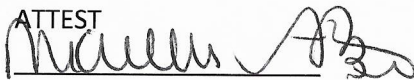
Michelle Atzert, Treasurer

John Alexander, Chairman

Judith Hall, Vice Chairwoman

I hereby certify this to be a true copy of the resolution passed by the Authority at its Reorganization Meeting on the 7th Day of February, 2018.

ATTEST



Michelle Atzert, Treasurer

EDGEWATER PARK SEWERAGE AUTHORITY

By:   
Judith Hall, Secretary



## RESOLUTION #2018-06

### **EDGEWATER PARK SEWERAGE AUTHORITY ADOPTION UNDER THE LOCAL PUBLIC CONTRACTS LAW Appointing Professional and Authority Contracts BETWEEN THE AUTHORITY AND CERTAIN PROFESSIONALS Under a FAIR & OPEN PROCESS**

**WHEREAS**, the Authority needs the services of the Following Professionals: and

**WHEREAS**, the local Public Contracts Law, NJSA 40A:11-1 et. seq. requires a resolution authorizing the award of contracts for professional services without competitive bids must be publicly advertised; and

**WHEREAS**, this was done in a "Fair and Open Process" with advertisements in advance, publically open sealed RFQ's and all other parameters for same as required by Pay to Play statutes, N.J.S.A. 19:44A-20.4 et seq. and applicable regulations, and

**NOW, THEREFORE**, let it be remembered that the Edgewater Park Sewerage Authority of the Township of Edgewater, County of Burlington and the State of New Jersey, Resolved on the 7th Day of February, 2018 as follows:

Section 1: Chairman and Secretary are hereby authorized and directed to execute all necessary contracts to engage to the following professionals:

Auditor: Brent Lee & Co., LLC  
3308 New Albany Road  
Cinnaminson, NJ 08077

They are engaged as Auditor to perform professional service pursuant to Contracts attached hereto and made part hereof by reference.

Section 2: The service of the aforementioned professional are hereby engaged after the Fair & Open Process without competitive bidding as a professional service under the provisions of the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not practical or to the Authority benefit to proceed in another fashion.

Section 3: A copy of the Notice of this appointment by resolution was published in the Burlington County Times and was duly Noticed in accordance with the Notice requirements of N.J.S.A 19:44A-20.4 et seq. as Fair and Open appointment.

ATTEST:

By: 

George F. Conard Sr.  
Executive Director

Edgewater Park Sewer

By: 

Judith Hall,  
Secretary to the Authority

## RESOLUTION #2018-07

### EDGEWATER PARK SEWERAGE AUTHORITY

#### ADOPTION UNDER THE LOCAL PUBLIC CONTRACTS LAW

#### Appointing Professionals and Authorizing Contracts BETWEEN THE AUTHORITY AND CERTAIN PROFESSIONALS under a FAIR & OPEN PROCESS

**WHEREAS**, the Authority needs the services of the Following Professionals: and

**WHEREAS**, the Local Public Contracts Law, NJSA 40A:11-1 et seq. requires a resolution authorizing the award of contracts for professional services without competitive bids must be publicly advertised; and

**WHEREAS**, this was done in a "Fair and Open Process" with advertisements in advance, publically open sealed RFQ's and all other parameters for same as required by Pay to Play statutes, N.J.S.A. 19:44A-20.4 et seq. and applicable regulations, and

**NOW, THEREFORE**, let it be remembered that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, County of Burlington and the State of New Jersey, Resolved on the 7th Day of February, 2018 as follows:

Section 1: Chairman and Secretary are hereby authorized and directed to execute all necessary contracts to engage the followings professionals:

SOLICITOR: George R. Saponaro  
Saponaro Law Group  
The Newbold House  
27 Cedar Street, Mt. Holly, NJ 08060


They are engaged as Solicitor perform professional service pursuant to Contracts attached hereto and made part hereof by reference.

Section 2: The service of the aforementioned professional are hereby engaged after the Fair & Open Process without competitive bidding as a professional service under the provisions of the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not practical or to the Authority benefit to proceed in another fashion.

Section 3: A copy of the Notice of this appointment by resolution was published in the Burlington County Times and was duly Noticed in accordance with the Noticed requirements of N.J.S.A. 19:44A-20.4 et seq. as Fair and Open appointment.

ATTEST:

BY:

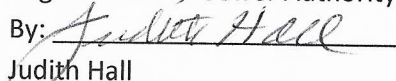


George F. Conard Sr.

Executive Director

Edgewater Park Sewer Authority

By:



Judith Hall

Secretary to the Authority

## RESOLUTION #2018-08

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**ADOPTION UNDER THE LOCAL PUBLIC CONTRACTS LAW**  
**Appointing Professionals and Authorizing Contracts BETWEEN THE AUTHORITY**  
**AND CERTAIN PROFESSIONALS under a FAIR & OPEN PROCESS**

**WHEREAS**, the Authority needs the services of the Following Professionals: and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires a resolution authorizing the award of contracts for professional services without competitive bids must be publicly advertised; and

**WHEREAS**, this was done in a "Fair and Open Process" with advertisements in advance, publically open sealed RFQ's and all other parameters for same as required by Pay to Play statutes, N.J.S.A. 19:44A-20.4 et seq. and applicable regulations, and

**NOW, THEREFORE**, let it be remember that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, County of Burlington and the State of New Jersey, Resolved on the 7th Day of February, 2018 as follows:

Section 1: Chairman and Secretary are hereby authorized and directed to execute all necessary contracts to engage the following professionals:


Engineer      Environmental Resolutions, Inc.  
815 East Gate Drive, Suite 103  
Mt. Laurel, NJ 08054


They are engaged as Engineer to perform professional service pursuant to Contracts attached hereto and made part hereof by reference.

Section 2: The service of the aforementioned professional are hereby engaged after the Fair & Open Process without competitive bidding as a professional service under the provisions of the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not practical or to the Authority benefit to proceed in another fashion.

Section 3: A copy of the Noticed of this appointment by resolution was published in the Burlington County Times and was duly Noticed in accordance with the Noticed requirements of N.J.S.A. 19:44A-20.4 et seq. as Fair and Open appointment.

ATTEST:

By:   
George F. Conard Sr.  
Executive Director

Edgewater Park Sewerage Authority  
By:   
Judith Hall  
Secretary to the Authority



## RESOLUTION #2018-09

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**ADOPTION UNDER THE LOCAL PUBLIC CONTRACTS LAW**  
**Appointing Professionals and Authorizing Contracts BETWEEN THE AUTHORITY**  
**AND CERTAIN PROFESSIONALS under a FAIR & OPEN PROCESS**

**WHEREAS**, the Authority needs the services of the Following Professionals: and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires a resolution authorizing the award of contracts for professional services without competitive bids must be publicly advertised; and

**WHEREAS**, this was done in a "Fair and Open Process" with advertisements in advance, publically open sealed RFQ's and all other parameters for same as required by Pay to Play statutes, N.J.S.A. 19:44A-20.4 et seq. and applicable regulations, and

**NOW, THEREFORE**, let it be remember that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, County of Burlington and the State of New Jersey, Resolved on the 7th Day of February, 2018 as follows:

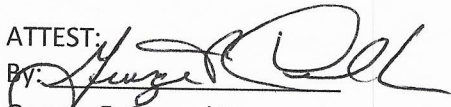
Section 1: Chairman and Secretary are hereby authorized and directed to execute all necessary contracts to engage the following professionals:


Conflict Engineer/Special Project Engineer: Environmental Resolutions, Inc.  
815 East Gate Drive, Suite 103  
Mt. Laurel, NJ 08054

They are engaged as Engineer/Special Project Engineer to perform professional service pursuant to Contracts attached hereto and made part hereof by reference.

Section 2: The service of the aforementioned professional are hereby engaged after the Fair & Open Process without competitive bidding as a professional service under the provisions of the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not practical or to the Authority benefit to proceed in another fashion.

Section 3: A copy of the Noticed of this appointment by resolution was published in the Burlington County Times and was duly Noticed in accordance with the Notice requirements of N.J.S.A. 19:44A-20.4 et seq. as Fair and Open appointment.

ATTEST:  
By:   
George F. Conard Sr.  
Executive Director

Edgewater Park Sewer Authority  
By:   
Judith Hall  
Secretary to the Authority



## RESOLUTION # 2018-10

**EDGEWATER PARK SEWERAGE AUTHORITY  
ADOPTION UNDER THE LOCAL PUBLIC CONTRACTS LAW  
Appointing professionals and Authorizing Contracts BETWEEN THE AUTHORITY  
AND CERTAIN PROFESSIONALS under a FAIR & OPEN PROCESS**

**WHEREAS**, the authority needs the services of the following professionals: and

**WHEREAS**, the Local Public Contracts Law, NJSA 40A:11-1 et. Seq. requires a resolution authorizing the award of contracts for professional services without competitive bids must be publicly advertised; and

**WHEREAS**, this was done in a "Fair and Open Process" with advertisements in advance, publically open sealed RFQ's and all other parameters for same as required by Pay to Play statutes, N.J.S.A. 19:44A-20.4 et seq. and applicable regulations, and

**NOW, THEREFORE**, let it be remembered that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, County of Burlington and the State of New Jersey, Resolved on the 7th day of February, 2018 as follows:

Section 1: Chairman and Secretary are hereby authorized and directed to execute all necessary contracts to engage the following professionals:

Insurance Broker:        HAINES & HAINES/T.C. IRONS INSURANCE AGENCY  
                                 230 High Street  
                                 Burlington, NJ 08016

They are engaged as Broker to perform professional service pursuant to Contracts attached hereto and made part hereof by reference.

Section 2: The service of the aforementioned professional are hereby engaged after the Fair & Open Process without competitive bidding as a professional service under the provisions of the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not practical or to the Authority benefit to proceed in another fashion.

Section 3: A copy of the Notice of this appointment by resolution was published in the Burlington County Times and was duly Noticed in accordance with the Notice requirements of N.J.S.A. 19:44A-20.4 et seq. as Fair and Open appointment.

ATTEST:

By: 

George F. Conard Sr.  
Executive Director

Edgewater Park Sewer Authority

By: 

Judith Hall  
Secretary to the Authority

## **RESOLUTION #2018-11**

### **EDGEWATER PARK SEWERAGE AUTHORITY Resolution of the Authority for the APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, The Public Contracts Law (N.J.S.A. 40A:11.1 et seq) requires that Public Bodies award contracts subject to certain conditions and restrictions and requires certain submissions to the public agency; and

**WHEREAS**, one such requirement is that all regulations be met with regard to the laws regarding both employing and reporting and filing regarding employees of any vendors or contractors of public entities; and

**WHEREAS**, the appointment of a compliance officer is required for the purpose of ensuring all those individuals and corporations who have contracts with Edgewater Park Sewerage Authority comply with all Equal Opportunity rules and regulations.

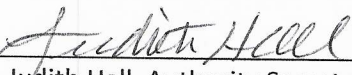
**THEREFORE, BE IT RESOLVED**, that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, in the County of Burlington, New Jersey, is hereby appointing the following to serve in the designated position for a one (1) year term commencing February 7, 2018:

Public Agency Compliance Officer: Michelle Atzert

This Resolution shall take effect immediately upon adoption this 7th day of February, 2018.

I hereby certify that this is a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

Edgewater Park Sewerage Authority

By:   
Judith Hall, Authority Secretary

## RESOLUTION #2018-12

### EDGEWATER PARK SEWERAGE AUTHORITY GRANTING THE CHAIRMAN AND THE EXECUTIVE DIRECTOR OF THE AUTHORITY TO EXECUTE NJDEP AND EPA APPLICATIONS

**WHEREAS**, the Edgewater Park Sewerage Authority has granted permission for the Chairman of the Authority and the Executive Director to execute NJDEP and EPA Applications.

The Authority hereby designates its Chairman, Mr. John Alexander and the Executive Director, Mr. George Conard as the authorized representatives of this authority to take all action in all matters relating to the NJDEP and EPA Applications.

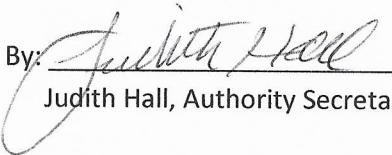
The Authorized Representatives may be contacted at the following addresses:

John Alexander, Chairman of the Edgewater Park Sewerage Authority  
George Conard, Executive Director of the Edgewater Park Sewerage Authority  
1123 Cooper Street  
Edgewater Park, NJ 08010  
Telephone: 609-877-1411/Fax: 609-835-6676

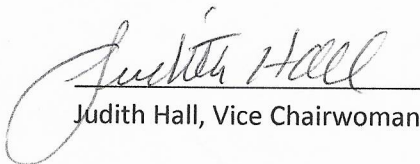
This Resolution shall take effect immediately upon adoption this 7th day of February, 2018.

I hereby certify that this a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

Edgewater Park Sewerage Authority

By:   
Judith Hall, Authority Secretary

ATTEST:

  
Judith Hall, Vice Chairwoman



## RESOLUTION #2018-13

### EDGEWATER PARK SEWERAGE AUTHORITY AUTHORIZING TO PURCHASE UNDER STATE CONTRACT

**WHEREAS**, the Edgewater Park Sewerage Authority of the Township of Edgewater Park, in the County of Burlington, New Jersey, pursuant to N.J.S.A. 40A 11-12 (a) 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 Edgewater Park Sewerage Authority has the need on a timely basis to purchase goods or services utilizing State contract; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Edgewater Park Sewerage Authority Board of the Township of Edgewater Park authorizes the purchase of certain goods and services from those approved New Jersey State contract vendors, pursuant to all the conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, BY THE Edgewater Park Sewerage Authority Board that, pursuant to the N.J.A.C. 5:30-5.5 (b), the certification of available funds shall be certified at such time as the goods or services are called for prior to placing the order, and a certification of availability of funds is made by the Treasurer via an authorized purchase order; and

**BE IT FURTHER RESOLVED**, that the duration of this authorization shall be until the end of the life of this Authority on February 5, 2019, or upon the expiration of the vendor's contracts, whichever event first occurs.

I hereby certify that this is a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

Edgewater Park Sewerage Authority

By: 

Judith Hall, Authority Secretary



## RESOLUTION #2018-14

### EDGEWATER PARK SEWERAGE AUTHORITY Resolution of the Authority approving the APPOINTMENT OF AUTHORITY SECRETARY TO BOARD

**WHEREAS**, The Enabling legislation establishing the Authority, as well as the original ordinance creating this particular authority authorized and required the appointment and designation of specific officers including a Secretary on behalf of the Authority.

**THEREFORE, BE IT RESOLVED**, that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, in the County of Burlington, New Jersey, is hereby appointing the following to serve in the designated position for a one (1) year term commencing February 7th, 2018:

Authority Secretary:  
Judith Hall

This Resolution shall take effect immediately upon adoption this 7th day of February, 2018.

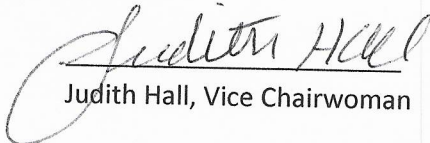
I hereby certify that this is a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

Edgewater Park Sewerage Authority

By: 

John Alexander, Chairman

ATTEST:

  
Judith Hall, Vice Chairwoman

## RESOLUTION #2018-15

### EDGEWATER PARK SEWERAGE AUTHORITY Resolution of the Authority approving the APPOINTMENT OF AUTHORITY TREASURER

**WHEREAS**, The Enabling legislation establishing the Authority, as well as the original ordinance creating this particular authority authorized and required the appointment and designation of specific officers including a Treasurer on behalf of the Authority.

**THEREFORE, BE IT RESOLVED**, that the Edgewater Park Sewerage Authority of the Township of Edgewater Park, in the County of Burlington, New Jersey, is hereby appointing the following to serve in the designated position for a one (1) year term commencing February 7, 2018:

Authority Employee:

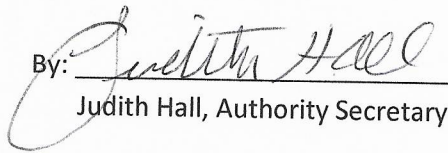
Michelle Atzert as Treasurer of the Authority

This Resolution shall take effect immediately upon adoption this 7th day of February, 2018.

I hereby certify that this is a true copy of a Resolution adopted by the Edgewater Park Sewerage Authority on February 7, 2018.

Edgewater Park Sewerage Authority

By:

  
Judith Hall, Authority Secretary

ATTEST:

  
John Alexander, Chairman

APPENDIX C

RESOLUTION

2018-16

**WHEREAS**, N.J.S.A. 40A:5A-5 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended November 30, 2017 has been completed and filed with the Edgewater Park Sewerage Authority pursuant to N.J.S.A. 40A:5a-15, and

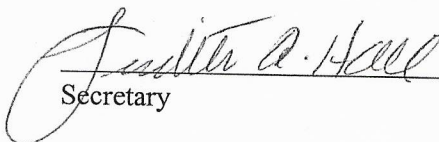
**WHEREAS**, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member there has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and Recommendations", in accordance with N.J.S.A. 40A:5A-17,

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Edgewater Park Sewerage Authority hereby certifies to the Local Finance board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended November 30, 2017, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON 5/9/18.

  
Secretary

5/9/18  
Date

# LOCAL AUTHORITIES GROUP AFFIDAVIT

**PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD**

## AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Edgewater Park Sewerage Authority, being of full age and being duly sworn according to law, upon out oath depose and say:

1. We are duly appointed/~~elected~~ (cross out one) members of the Edgewater Park Sewerage Authority
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended November 30, 2017, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

(PRINT NAME)

(SIGNATURE)

Kevin P. Johnson

Leah Holley

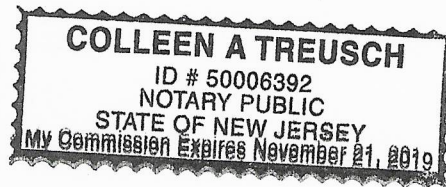
Phillip Aaronson

John Alexander

Judith A Hall

Sworn to and subscribed before me this 10<sup>th</sup> day of May, 2018.

Catherine A. Treusch  
Notary Public of New Jersey





MAY 21 2018

SS.

EDGEWATER PARK SEWERAGE  
AUTHORITY  
1123 COOPER ST.

2-093112003  
0007218072-01

Ann Clark being duly sworn or affirmed  
according to law, deposes and says that she is  
the Legal Billing Coordinator of the  
BURLINGTON TIMES, INC. Publisher of the  
"Burlington County Times" and that a copy of a  
notice published in such paper on

May 17, 2018

appears hereto, exactly as published in said  
newspaper

LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 17th  
day of May 2018 A.D.

Kristen Smith  
My commission expires on  
October 30, 2022



**NOTICE**  
**EDGEWATER PARK SEWERAGE AUTHORITY COUNTY OF BURLINGTON**  
As required by N.J.S.A. 40A:5A-16, the following is a synopsis of the audit of the financial statements and  
supplementary data for the year ended November 30, 2017.

ASSETS	2017	2016
<b>Current Assets:</b>		
Unrestricted Assets:		
Cash & Cash Equivalents	\$1,294,037	1,243,515
Consumer Accounts Receivable	165,875	131,889
Other Accounts Receivable	1,150	1,150
Total Unrestricted Current Assets	1,461,062	1,376,554
Restricted Assets:		
Cash & Cash Equivalents	43,878	45,008
Total Restricted Current Assets	43,878	45,008
Property, Plant & Equipment (Note 5):		
Property, Plant & Equipment	5,438,416	4,925,811
Less: Accumulated Depreciation	2,429,042	2,260,839
Net Property, Plant & Equipment	3,009,374	2,664,972
Total Assets	4,514,314	4,086,534
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension Deferred Outflows	140,983	120,472
Total Deferred Outflows of Resources	140,983	120,472
Total Assets and Deferred Outflows of Resources	\$4,655,297	4,207,006
<b>LIABILITIES</b>		
<b>Current Liabilities Payable From Unrestricted Assets:</b>		
Accounts Payable	411,776	217,650
Prepaid Sewer Rents	4,891	3,640
Sewer Rent Overpayments	1,955	1,326
Pension Payable	6,274	4,309
Total Current Liabilities Payable From Unrestricted Assets	424,896	226,925
<b>Current Liabilities Payable From Restricted Assets:</b>		
Customer Escrow Deposits	12,245	14,442
Reserve for Unemployment Claims	3,218	3,218
Accrued Interest	11,358	12,500
Loan Payable	182,668	127,088
Total Current Liabilities Payable From Restricted Assets	189,487	156,148
<b>Noncurrent Liabilities:</b>		
Net Pension Payable	151,379	124,843
Loan Payable	1,099,772	1,262,438
Total Noncurrent Liabilities	1,251,151	1,387,081
Total Liabilities	1,865,534	1,804,154
<b>DEFERRED INFLOW OF RESOURCES</b>		
Pension Deferred Inflows	73,777	57,622
Total Deferred Inflows of Resources	73,777	57,622
<b>NET POSITION</b>		
Net Investment in Capital Assets	1,778,569	1,276,112
Restricted for:		
Rate Stabilization	50,000	
Unrestricted:		
Designated for Subsequent Year's Expenditures	185,620	182,830
Unrestricted	700,608	886,518
Total Net Position	2,715,896	2,345,460

**EDGEWATER PARK SEWERAGE AUTHORITY STATEMENT OF REVENUE, EXPENSES AND  
CHANGES IN NET POSITION**  
FOR THE FISCAL YEARS ENDED NOVEMBER 30, 2017 AND 2016

	2017	2016
<b>Operating Revenues:</b>		
Charges for Sewer Service	\$1,788,892	1,458,840
Other Revenue	67,097	47,678
Total Operating Revenues	1,855,989	1,506,518
<b>Operating Expenses:</b>		
Administration:		
Salaries	85,976	61,997
Employee Benefits	35,039	28,377
Other Expenses	147,140	142,055
Cost of Providing Services:		
Other Expenses	1,041,857	1,025,144
Depreciation	168,203	155,313
Total Operating Expenses	1,457,615	1,423,837
Operating Income/(Loss)	398,974	82,629
<b>Nonoperating Revenue/(Expenses):</b>		
Interest on Debt	(34,551)	(32,319)
Interest Revenue	6,103	6,112
Total Nonoperating Revenue/(Expense)	(28,448)	(26,207)
Net Income/(Loss) Before Transfers of Depreciation to Contributed Capital	370,526	56,422
Transfer of Depreciation to Contributed Capital	2,345,160	2,289,034
Change on Net Position	370,526	56,422
Net Position - Beginning of Year (As Restated)	2,345,460	2,289,034
Net Position - End of Year	\$2,715,986	2,345,460

**RECOMMENDATION**  
None

The above synopsis was prepared from the report on examination of the financial statements and supplementary  
data of the Edgewater Park Sewerage Authority, component unit of Edgewater Park Township, Burlington County,  
for the year ended November 30, 2017. This report was submitted by Brent W. Lee & Co., LLC, 3008 New  
Albany Rd, Cinnaminson, New Jersey 08077 and is on file at the Authority's office and may be inspected by any  
interested person.

Adv. Fee: \$248.40  
BCT: May 18, 2018  
Att. Chg.: \$20.00

BC 007218072018

**RESOLUTION NO. 2018-17**

**RESOLUTION OF THE EDGEWATER PARK SEWERAGE AUTHORITY  
APPROVING A LEASE FOR THE ADMINISTRATIVE OFFICES  
OF THE EDGEWATER PARK SEWERAGE AUTHORITY**

**WHEREAS**, the Edgewater Park Sewerage Authority (EPSA) has had a lease in existence, which expires/expired on June 1, 2018; and

**WHEREAS**, the Authority has negotiated with the owner of the present leased property, and has come to an agreement for the purposes of effectuating a lease; and

**WHEREAS**, Local Government contract laws permit a lease for property for uses such as this for a term greater than one year; and

**WHEREAS**, the lease has been negotiated and found to be acceptable legally, with all material terms, by the EPSA Solicitor:

**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Edgewater Park Sewerage Authority, in the County of Burlington, State of New Jersey as follows:

1. The Executive Director and/or Chairman of the Authority is/are authorized and directed to execute a lease with the present owner of the leased property;
2. The lease shall have an effective date of June 1, 2018 and shall run for a term of three (3) years.

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Edgewater Park Sewerage Authority, County of Burlington, State of New Jersey at the regular meeting held of August 8, 2018.

Edgewater Park Sewerage Authority

By: 

John Alexander, Chairman

Witness: 

Dated: 8-8-18



**RESOLUTION NO. 2018-18**

**RESOLUTION OF THE EDGEWATER PARK SEWERAGE AUTHORITY  
AUTHORIZING AN AGREEMENT FOR PROVIDING THE SERVICE OF  
CLOSE CIRCUIT TV FOR THE PURPOSE AND INSPECTION OF THE  
SANITARY SEWER LINES IN THE TOWNSHIP OF EDGEWATER PARK ON  
BRIDGEBORO ROAD, APPLE ROAD, PLUM ROAD, ORANGE ROAD, PEACH  
ROAD AND LEMON COURT**

**WHEREAS**, the Edgewater Park Sewerage Authority has the duty of ensuring the maintenance of sanitary sewer lines within the Township of Edgewater Park; and

**WHEREAS**, the Authority has embarked upon a program of inspecting the sanitary sewer lines by its engineers through the use of closed circuit TV cameras commonly used in the industry; and

**WHEREAS**, the Edgewater Park Sewerage Authority recognizes that there is a cost involved in the inspection of sanitary sewer lines, said costs which include the opening of the sanitary sewer lines at certain times which can be costly; and

**WHEREAS**, the Edgewater Park Sewerage Authority has become aware that the Township of Edgewater Park shall be conducting certain road openings, which makes it a convenient and less costly time to engage in the inspection of sanitary sewer lines; and

**WHEREAS**, the Township of Edgewater Park has not engaged in a closed circuit TV program for the sanitary sewer lines on Bridgeboro Road, Apple Road, Plum Road, Orange Road, Peach Road and Lemon Court, and therefore there is a need to have such an inspection conducted;

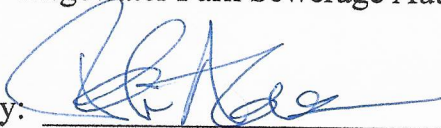
**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Edgewater Park Sewerage Authority, in the County of Burlington, State of New Jersey that the Executive Director is hereby authorized and directed to execute a contract and hire a company for the purpose of conducting an inspection of the sanitary sewer lines via closed circuit TV cameras.

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Edgewater Park Sewerage Authority, County of Burlington, State of New Jersey at the regular meeting held of August 8, 2018.



Edgewater Park Sewerage Authority

By:

  
John Alexander, Chairman

Witness:



Dated:

8-12-18

Boardmember	Motion	2 <sup>nd</sup>	Yea	Nay	Recuse	Abstain	Absent
J. Alexander			✓				
P. Aaronson			✓				
J. Hall			✓				
L. Holley		✓	✓				
K. Johnson	✓		✓				

2018-19

## 2019 AUTHORITY BUDGET RESOLUTION EDGEWATER PARK SEWERAGE AUTHORITY

FISCAL YEAR: FROM: DECEMBER 1, 2018 TO: NOVEMBER 30, 2019

WHEREAS, the Annual Budget and Capital Budget for the Edgewater Park Sewerage Authority for the fiscal year beginning, December 1, 2018 and ending, November 30, 2019 has been presented before the governing body of the Edgewater Park Sewerage Authority at its open public meeting of September 12, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,631,500, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,871,366 and Total Unrestricted Net Position utilized of \$ 239,866; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 500,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 300,000; and

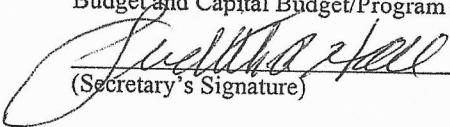
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Edgewater Park Sewerage Authority, at an open public meeting held on September 12, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Edgewater Park Sewerage Authority for the fiscal year beginning, December 1, 2018 and ending, November 30, 2019 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Edgewater Park Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on October 10, 2018.

  
(Secretary's Signature)

9-12-18  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
L. Holley	X			
K. Johnson	X			
J. Alexander	X			
P. Aaronson				X
J. Hall	X			

**RESOLUTION NO. 2018- 20**

**RESOLUTION OF THE EDGEWATER PARK SEWERAGE AUTHORITY  
AUTHORIZING A REFUND TO NEIL KAPLAN FOR DUPLICATE  
PAYMENT OF SEWERAGE FEES**

**WHEREAS**, the Edgewater Park Sewerage Authority has the duty of collecting fees for the service it provides to its customers; and

**WHEREAS**, the Authority often accepts payments from individual homeowners or third parties, such as mortgage companies, for these services; and

**WHEREAS**, the Authority has determined that one such individual homeowner tendered payment in cash for a sewerage charge that, unbeknownst to the Authority, had already been satisfied by the homeowner's mortgage company;

**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Edgewater Park Sewerage Authority, in the County of Burlington, State of New Jersey, as follows:

1. The Authority authorizes a refund in the amount of \$520.00 to be paid to Neil Kaplan, 1158 Cooper St., Edgewater Park, New Jersey.
2. The Executive Director is hereby authorized and directed to take whatever actions he deems necessary to carry out this resolution.

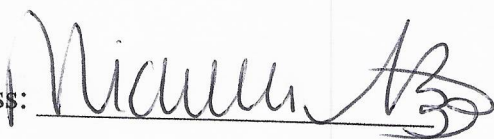
I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Edgewater Park Sewerage Authority, County of Burlington, State of New Jersey at the regular meeting held of September 12, 2018.

Edgewater Park Sewerage Authority

By:

  
John Alexander, Chairman

Witness:



Dated: 9-12-18



Boardmember	Motion	2 <sup>nd</sup>	Yea	Nay	Recuse	Abstain	Absent
J. Alexander			✓				
P. Aaronson							✓
J. Hall	✓		✓				
L. Holley			✓				
K. Johnson		✓	✓				

2018-21

## 2019 ADOPTED BUDGET RESOLUTION

### EDGEWATER PARK SEWERAGE AUTHORITY

FISCAL YEAR: FROM: DECEMBER 1, 2018 TO: NOVEMBER 30, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Edgewater Park Sewerage Authority for the fiscal year beginning December 1, 2018 and ending, November 31, 2019 has been presented for adoption before the governing body of the Edgewater Park Sewerage Authority at its open public meeting of October 10, 2018; and

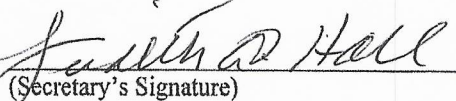
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,631,500, Total Appropriations, including any Accumulated Deficit, if any, of \$1,871,366 and Total Unrestricted Net Position utilized of \$ 239,866; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 500,000 and Total Unrestricted Net Position planned to be utilized of \$ 300,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Edgewater Park Sewerage Authority, at an open public meeting held on October 10, 2018 that the Annual Budget and Capital Budget/Program of the Edgewater Park Sewerage Authority for the fiscal year beginning, December 1, 2018 and, ending, November 30, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
(Secretary's Signature)

10-10-18  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

L. Holley

X

K. Johnson

X

J. Alexander

X

P. Aaronson

X

J. Hall

X

November 20, 2018

Resolution #2018-22

**AUTHORIZING EXECUTION OF A TREATMENT  
WORKS APPROVAL APPLICATION  
AND RELATED DOCUMENTS FOR THE  
PUMP STATION #1 ELIMINATION PROJECT**

**WHEREAS**, Edgewater Park Sewerage Authority has determined that it is in the Authority's best interest to eliminate its Pump Station #1 (Roosevelt Avenue by Memorial Field Station) by installing a gravity sewer extension in Roosevelt Park, Stevenson Avenue, and Cherrix Avenue, connecting to the existing gravity sewer that feeds Pump Station #3 (Roosevelt Avenue Station); and

**WHEREAS**, the New Jersey Department of Environmental Protection requires endorsement by the Edgewater Park Sewerage Authority for a TWA, as permittee,

**NOW, THEREFORE, BE IT RESOLVED** by the Edgewater Park Sewerage Authority that its Executive Director, George Conard is hereby authorized, on behalf of the Authority, to endorse the appropriate sections of the Treatment Works Approval application and related documents for the above referenced project.

Date: 11/20/18

Signed: 

Certified by: 