

Lower Township MUA

2900 Bayshore Road • Villas, New Jersey 08251

Telephone (609) 886-7146 • Fax (609) 886-4487

www.LTMUA.org



AGENDA

September 2nd, 2015

1. Call to Order
2. Determination of Quorum
3. Sunshine Law
4. Pledge of Allegiance and Moment of Silence
5. Comments or Questions from the Public on Agenda Items

CONSENT AGENDA

6. Approval of Minutes August 5th, 2015 regular minutes
7. Approval of Bills
 - a. **Resolution No 104 -2015 \$49,991.66** Operating Account (Authorizes payment of operating expensed up to \$50,000)
 - b. **Resolution No 105-2015 \$322,384.95** Excess operating account (Authorizes payment of operating expenses in excess of \$50,000) \$55,519.10 includes both regular and retired medical benefits.
8. Customer Change **Resolution No. 106-2015**
9. **Resolution No. 107-2015** Authorizing Disposal of Surplus Property

REGULAR AGENDA

10. **Resolution No. 101-2015 Appointing Triad Associates MUA Official Grant Professional.** To explore grant funding opportunities for infrastructure improvements, studies and funding.

Administrative Reports- Solicitor, Engineer, Executive Director

Call to the Public

Comments from the Board

Detailed Explanations of Resolutions: MUA September 2nd, 2015 Meeting

1. Resolution No. 104-2015 Excess Operation Account.

- The excess operating account is for expenditures over \$50,000.00. At the time the Authority was formed in 1968 the operation of the MUA did not exceed \$50,000.00. When the operational amount changed then the resolution for any amount over \$50,000.00 was created; hence the excess operation account resolution.

2. Resolution No. 101-2015 R Appointing Triad Associates as our Official Grant Professional. To explore grant funding opportunities for infrastructure improvements, studies and funding.

- Grants are the most economical way of obtaining funding to complete the much needed improvements and maintenance on the infrastructure of the MUA. Triad Associates has an expertise in locating such grants. This was tabled at the August 5th meeting. All documents have been accepted and the contract reviewed by the MUA solicitor for approval.

3. Resolution No. 106-2015 Customer Change Resolution.

- This resolution is used to approve reductions on accounts.

4. Resolution No 107-2015 Authorization to Dispose of Surplus Property

- This resolution enables the MUA to sell or dispose of surplus property which is no longer needed for public use.

LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION NO. 104- 2015

RE: OPERATING ACCOUNT REQUISITION

BE IT RESOLVED, by the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY, that in accordance with SECTION 605 of the GENERAL BOND RESOLUTION, the sum of **\$49,991.66** be and hereby is for the purpose of reimbursing the REVOLVING FUND for OPERATING EXPENSES for the payment scheduled. These payments include those not represented by an asterisk on the attached check list.

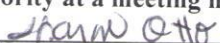
BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance or repair of the system or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

The LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that this requisition is in accordance with Section 605 and Section 606 of the GENERAL BOND RESOLUTION; that obligations in the stated amounts have been incurred by the Authority and that each item thereof was properly incurred in operating, maintaining or repairing the system and has not been paid; that there has not been filed with or served upon the Authority notice any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable under such requisition to any of the persons, firms or corporations named in such requisition, or if any such lien, attachment or claim has been filed or served upon the Authority, that such lien, attachment or claim has been released or discharged and such payments are for Operating Expenses and that the total amount thereof will not be in excess of the unencumbered balance of the Annual Budget.

RESOLUTION NO. 105-2015

	BITTING	FRISOLI	HENDERSON	O'CONNOR	SHEFTZ
MOTION	x				
SECOND		x			
AYES	x	x	x	x	x
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on September 2nd, 2015


Sharon Otto, Secretary

LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION NO. 105-2015

**RE: REQUISITIONING REIMBURSEMENT OF OPERATING
EXPENSES IN EXCESS OF \$50,000.00**

WHEREAS, Section 605 of the General Bond Resolution provided for Operating Expenses in the amount of \$50,000.00 and;

WHEREAS, the Authority has bills totaling in excess of \$50,000.00 to be paid, and the Authority wishes to authorize the payment of these bills at this time, contingent upon the receipt of the reimbursement of Operating Expenses requested by the Resolution previously adopted at this meeting.

NOW, THEREFORE, BE IT RESOLVED, by the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that in accordance with Section 605 of the General Bond Resolution, the sum of **\$322,384.95** and hereby is requisitioned from TD Bank, the Trustee, for the payments scheduled and attached.

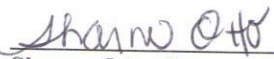
BE IT FURTHER RESOLVED, that the LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that each of the attached payments are necessary for the operation, maintenance, or repair of the System applicable or else was for a refund of revenue and that vendors comply with P.L. 2004, c.57.

The LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY hereby certifies that this requisition is in accordance with Section 605 and Section 606 of the General Bond Resolution.

RESOLUTION NO. 93-2015

	BITTING	FRISOLI	HENDERSON	O'CONNOR	SHEFTZ
MOTION		x			
SECOND	x				
AYES	x	x	x	x	x
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Lower Township Municipal Utilities Authority at a meeting held on August 5th, 2015.


Sharon Otto, Secretary

Lower Township MUA

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BILL LIST CERTIFICATION

We, the Members of the Lower Township Municipal Utilities Authority hereby certify that we have each reviewed the Bill List presented for payment on August 5th 2015

Brian O'Connor

Brian O'Connor

Harrison A. Bitting

Harrison A. Bitting

Thomas Frisoli, Jr.

Thomas Frisoli Jr.

Stephen W. Sheftz

Stephen W. Sheftz

Jacqueline Henderson

Jacqueline U. Henderson

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc
ANCO2 ANCO HOME CENTER CORP											
15-00650 08/25/15 AUGUST 2015 PURCHASES											
Continued											
	6 Keys for Landing Pump Station		9.96	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147000	N
	7 Garage Supplies		32.36	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147048	N
	8 Materials for Truck 7		6.71	05-60-525-206	E DISTRIBUTION SUPPLIES	R	08/25/15	08/25/15		147034	N
	9 ROD 5/16x36STL Zinc Red		5.39	05-60-525-206	E DISTRIBUTION SUPPLIES	R	08/25/15	08/25/15		147136	N
	10 Spackle & paint		26.97	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147161	N
	11 Couple SCH40 PVC 1/2" FPT		0.53	05-60-525-206	E DISTRIBUTION SUPPLIES	R	08/25/15	08/25/15		147152	N
	12 Plug Threaded 4" PVC		3.59	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147208	N
	13 Battery ALK AAC16 wide		25.18	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147236	N
	14 Trim Roller to Paint well Lids		4.49	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147187	N
	15 Misc. Plant Supplies		54.37	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/25/15	08/25/15		147436	N
	16 wingnut 1-1/8x54		11.69	05-55-525-207	E TOOLS NEW & REPLACEMENT	R	08/25/15	08/25/15		147503	N
	17 -30.59 Prior Overpayment		30.59	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/25/15	08/25/15		OVPRAY	N
			325.33								
	Vendor Total:		325.33								
ASG01 ASG SECURITY											
15-00606 08/11/15 Security Monitoring											
	1 Security Monitoring 9/15-8/16		808.56	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/11/15	08/11/15		27211140	N
	Vendor Total:		808.56								
BIL03 BILLOWS ELECTRIC SUPPLY											
15-00592 07/30/15 250-FT COIL											
	1 mcca122 12/2 250-FT COIL		201.93	05-60-525-202	E WELL PARTS & SUPPLIES	R	07/30/15	08/10/15			N
	Vendor Total:		201.93								
CAT01 CATERINA SUPPLY INC											
15-00613 08/12/15 Butyl Tape 1" x 14.5"											
	1 Butyl Tape 1" x 14.5"		22.50	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	08/12/15	08/24/15			N
	Vendor Total:		22.50								

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
CHA05 CHAPMAN FORD SALES, INC.										
	15-00614 08/12/15 Part #6C32-19712-AB AirCon Kit		181.61	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/12/15 08/27/15		PQ79412	N
	1 Part #6C32-19712-AB									
	Vendor Total:		181.61							
CHAP01 MIKE CHAPMAN										
	15-00652 08/25/15 Airfare Reimbursement		267.43	05-55-525-221	E TRAINING & SEMINARS	R	08/25/15 08/25/15			N
	1 Airfare Reimbursement									
	2 Airfare Reimbursement		267.43	05-60-525-221	E TRAINING & SEMINARS	R	08/25/15 08/25/15			N
			534.86							
	Vendor Total:		534.86							
COL04 COLONIAL ELECTRICAL SUPPLY CO										
	15-00646 08/24/15 12V 5.0AH Battery		28.56	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/24/15 08/24/15		09934143	N
	1 12V 5.0AH Battery PCI250									
	Vendor Total:		28.56							
COM06 COMCAST INC										
	15-00607 08/11/15 COMCAST 08/13-09/12/15		72.00	05-55-515-204	E INTERNET/WEBSITE	R	08/11/15 08/11/15			N
	1 COMCAST 08/13-09/12/15									
	2 COMCAST 08/13-09/12/15		30.85	05-60-515-204	E INTERNET/WEBSITE	R	08/11/15 08/11/15			N
			102.85							
	Vendor Total:		102.85							
CON03 ATLANTIC CITY ELECTRIC										
	15-00656 08/27/15 AC Electric - September 2015		418.66	05-55-525-702	E ELECTRIC-PLANT	R	08/27/15 08/27/15			N
	1 Plant									
	2 Admin		1,075.04	05-55-525-701	E ELECTRIC-OFFICE	R	08/27/15 08/27/15			N
	3 Admin		460.73	05-60-525-701	E ELECTRIC-OFFICE	R	08/27/15 08/27/15			N
	4 wells/Tanks		11,223.70	05-60-525-703	E ELECTRIC-WELLS	R	08/27/15 08/27/15			N

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
CON03 ATLANTIC CITY ELECTRIC	Continued								
15-00656 08/27/15 AC Electric - September 2015	Continued								
5 Pump Stations		6,245.94	05-55-525-703	E ELECTRIC-STATIONS	R	08/27/15	08/27/15		N
		19,424.07							
Vendor Total:		19,424.07							
CWK01 CAFIERO & KAUFMANN									
15-00661 08/27/15 LEGAL SERVICES 7/28-08/25/15									
1 LEGAL SERVICES 7/28-08/25/15		422.50	05-55-500-208	E LEGAL	R	08/27/15	08/27/15		N
2 LEGAL SERVICES 7/28-08/25/15		422.50	05-60-500-208	E LEGAL	R	08/27/15	08/27/15		N
		845.00							
Vendor Total:		845.00							
DEL03 DELTRONICS CORP.									
15-00593 07/30/15 overhaul Vaugh Pump									
1 Overhaul Vaugh Pump as		3,097.60	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	07/30/15	08/10/15	P-49149-F	N
Vendor Total:		3,097.60							
DEL09 DELTA DENTAL OF NEW JERSEY INC									
15-00632 08/21/15 Dental Premium #10101-00001									
1 Dental Premium #10101-00001		235.87	05-55-500-304	E HEALTH BENEFITS	R	08/21/15	08/21/15	140751 9/1-9/30	N
2 Dental Premium #10101-00001		235.87	05-60-500-304	E HEALTH BENEFITS	R	08/21/15	08/21/15	140751 9/1-9/30	N
3 Dental Premium #10101-00001		671.31	05-55-525-214	E HEALTH BENEFITS	R	08/21/15	08/21/15	140751 9/1-9/30	N
4 Dental Premium #10101-00001		671.31	05-60-525-214	E HEALTH BENEFITS	R	08/21/15	08/21/15	140751 9/1-9/30	N
		1,814.36							
Vendor Total:		1,814.36							
DRB01 DRBA									
15-00634 08/21/15 LEASE AGREEMENT									
1 LEASE AGREEMENT		207.44	05-60-525-903	E DRBA LEASE AGREEMENT	R	08/21/15	08/21/15	01-150901	N
Vendor Total:		207.44							

August 27, 2015
03:37 PM

LOWER TOWNSHIP MUA
Purchase Order Listing By Vendor Id

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
DRC01 DAVID RODRIGUES CONSULTING	15-00620 08/12/15 Onsite Support Network PC Info		172.50	05-55-515-102	E COMPUTER SUPPLIES/MIS SERVICES	R	08/12/15	08/19/15		DR-100545	N
	1 Onsite Support Network PC Info		172.50								
	Vendor Total:		172.50								
ENG02 REMINGTON, VERNICK & WALBERG ENG.	15-00642 08/24/15 Schellengers Landing Project		1,280.00	05-55-570-417	E CIP SCHELLINGER'S LANDING SEWER RECONSTR	R	08/24/15	08/24/15		0505M019-7	N
	1 Schellengers Landing Project		1,280.00								
	15-00643 08/24/15 Master Permit for Water		3,101.00	05-60-570-416	E CAPITAL IMPROVEMENT RESERVES	R	08/24/15	08/24/15		0505M023-3	N
	1 Master Permit for Water		3,101.00								
	2 USDA Grant Application		225.00	05-60-570-416	E CAPITAL IMPROVEMENT RESERVES	R	08/24/15	08/24/15		0505M011-10	N
	Vendor Total:		3,326.00								
15-00644 08/24/15 General Engineering	1 General Engineering		805.50	05-60-500-207	E ENGINEER	R	08/24/15	08/24/15		0505M022-4	N
	2 General Engineering		805.50	05-55-500-207	E ENGINEER	R	08/24/15	08/24/15		0505M022-4	N
	Vendor Total:		1,611.00								
6,217.00	Vendor Total:		6,217.00								
ENV01 ENVIRONMENTAL & TECHNICAL	15-00651 08/25/15 Utility Billing/Collections		4,182.89	05-60-515-207	E METER READING, BILLING & COLLECTIONS	R	08/25/15	08/25/15		082515LT MUA	N
	1 Utility Billing/Collections		4,182.89								
	2 Utility Billing/Collections		4,182.88	05-55-515-207	E METER READING, BILLING & COLLECTIONS	R	08/25/15	08/25/15		082515LT MUA	N
	3 Utility Billing/Collections		5.39	05-60-515-207	E METER READING, BILLING & COLLECTIONS	R	08/25/15	08/25/15		082515LT MUA	N
	4 Utility Billing/Collections		5.39	05-55-515-207	E METER READING, BILLING & COLLECTIONS	R	08/25/15	08/25/15		082515LT MUA	N
	Vendor Total:		8,376.55								
8,376.55	Vendor Total:		8,376.55								
FAI01 FAIRLITE ELECTRIC SUPPLY CO.	15-00524 07/08/15 6V 4.5AH Sealed Lead Battery		113.60	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	07/08/15	08/06/15		9496	N
	1 6V 4.5AH Sealed Lead Battery		113.60								
	Vendor Total:		113.60								

LOWER TOWNSHIP MUA
Purchase Order Listing By Vendor Id

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Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Exc1
GEF01 SUN LIFE FINANCIAL											
15-00658 08/27/15 LIFE INSURANCE 083-0136-003											
1 LIFE INSURANCE 083-0136-003 9.34 05-55-500-304 E HEALTH BENEFITS R 08/27/15 08/27/15 N											
2 LIFE INSURANCE 083-0136-003 9.34 05-60-500-304 E HEALTH BENEFITS R 08/27/15 08/27/15 N											
3 LIFE INSURANCE 083-0136-003 28.88 05-55-525-214 E HEALTH BENEFITS R 08/27/15 08/27/15 N											
4 LIFE INSURANCE 083-0136-003 28.89 05-60-525-214 E HEALTH BENEFITS R 08/27/15 08/27/15 N											
76.45											
Vendor Total: 76.45											
GNL01 GNL DOOR & HARDWARE LLC											
15-00500 06/24/15 ADA Compliant Doors											
1 ADA Compliant Doors - Furnish 9,746.65 05-55-525-402 E OFFICE-PLANT MATERIALS & SUPPLIES R 06/24/15 08/14/15 N											
Vendor Total: 9,746.65											
HAC01 HACH COMPANY											
15-00587 07/30/15 Sodium Thiosulphate											
1 Sodium Thiosulphate .025n 23.18 05-55-525-203 E LABORATORY OPERATIONS R 07/30/15 08/19/15 N											
2 Sodium Thiosulphate 2.12n 31.70 05-55-525-203 E LABORATORY OPERATIONS R 07/30/15 08/19/15 N											
54.88											
Vendor Total: 54.88											
HOM02 HOME DEPOT INC/GEFC											
15-00602 08/11/15 In-Store Purchase 8/10/15											
1 In-Store Purchase 8/10/15 118.39 05-55-525-207 E TOOLS NEW & REPLACEMENT R 08/11/15 08/11/15 N											
Vendor Total: 118.39											
HYD01 DISCOUNT HYDRAULICS CORP											
15-00612 08/12/15 Hydraulic Hose - Invoice 37611											
1 Hydraulic Hose - Invoice 37611 432.92 05-55-525-608 E VAC TRUCK PARTS & REPAIRS R 08/12/15 08/24/15 N											
Vendor Total: 432.92											

Page No: 7

Vendor # Name	PO # PO Date Description	Item Description
LSS01 LINE SYSTEMS		
15-00633 08/21/15 PHONE ACCOUNTS		
1 WATER PHONE ACCOUNTS	480.37 05-60-525-704	E TELEPHONE
2 SEWER PHONE ACCOUNTS	966.31 05-55-525-704	E TELEPHONE
3 PLANT PHONE ACCOUNTS	561.28 05-55-525-704	E TELEPHONE
	<u>2,007.96</u>	
	Vendor Total:	2,007.96
MAB01 SHERWIN WILLIAMS		
15-00603 08/11/15 5 Gallon Stillwell Beige		
1 5 Gallon Stillwell Beige	251.75 05-55-525-201	E COLLECTION MATERIALS & SUPPLIES
	<u>251.75</u>	
	Vendor Total:	251.75
MAR07 MARINA ENERGY LLC		
15-00608 08/11/15 Solar Energy Charges		
1 Solar Energy 07/01-08/01/15	6,377.36 05-55-525-702	E ELECTRIC-PLANT
	<u>6,377.36</u>	
	Vendor Total:	6,377.36
MCA01 MCALLISTER FUELS		
15-00570 07/28/15 Service Call		
1 Service Call - 7/14/15 Mens	355.29 05-55-525-202	E PLANT MATERIALS & SUPPLIES
	<u>355.29</u>	
	Vendor Total:	355.29
MCH01 MIRACLE CHEMICAL		
15-00648 08/24/15 SODIUM HYPOCHLORITE 8/7/15		
1 SODIUM HYPOCHLORITE 8/7/15	4,204.20 05-55-525-501	E SODIUM HYPHO
	<u>4,204.20</u>	
	Vendor Total:	4,204.20
MID01 MIDDLE TOWNSHIP SEWER UTILITY		
15-00625 08/17/15 Del Camino & Willow Drive		
1 Del Camino & Willow Drive	9,940.00 05-10-305-001	E SEWER RENTS RESERVE
	<u>9,940.00</u>	
	Vendor Total:	9,940.00

Vendor # Name														
PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description														
MIN01 CAPE MINING AND RECYCLING LLC														
15-00597	08/05/15	Concrete 7/22/15			68.60	05-55-525-201		E COLLECTION MATERIALS & SUPPLIES	R	08/05/15	08/14/15		9657	N
Vendor Total:					68.60									
MUA01 CAPE MAY CO MUA SHAWCREST														
15-00598	08/06/15	Wastewater User Charge 3Q/2015												
1		Shawcrest 3rd quarter 2015			34,536.75	05-10-305-001		E SEWER RENTS RESERVE	R	08/06/15	08/06/15		2015-Q3-2	N
Vendor Total:					34,536.75									
MUA03 CAPE MAY MUA EFFLUENT														
15-00599	08/06/15	Debt Service/Operating 2015/3												
1		Debt Service/Operating 2015/3			163,955.50	05-55-525-901		E C.M.C. MUA AGREEMENT	R	08/06/15	08/06/15		2015-Q-6	N
Vendor Total:					163,955.50									
MUA04 CAPE MAY MUA-GRIT														
15-00624	08/17/15	JULY 2015 GRIT & RAGS												
1		TICKET 1367814			159.60	05-55-525-512		E GRIT & RAGS DISPOSAL	R	08/17/15	08/17/15		920130	N
2		TICKET 1368782			89.11	05-55-525-512		E GRIT & RAGS DISPOSAL	R	08/17/15	08/17/15		921777	N
3		TICKET 1369205			111.72	05-55-525-512		E GRIT & RAGS DISPOSAL	R	08/17/15	08/17/15		922427	N
4		TICKET 1370179			164.92	05-55-525-512		E GRIT & RAGS DISPOSAL	R	08/17/15	08/17/15		924071	N
5		TICKET 1371787			125.69	05-55-525-512		E GRIT & RAGS DISPOSAL	R	08/17/15	08/17/15		926572	N
Vendor Total:					651.04									
NJ001 NEW JERSEY DEPARTMENT OF LABOR														
15-00657	08/27/15	COMBINED ASSESSMENT BILL												
1		COMBINED ASSESSMENT BILL			243.34	05-55-500-302		E UNEMPLOYMENT	R	08/27/15	08/27/15		0221924355/0000	N
Vendor Total:					243.34									
OFF04 OFFICE DEPOT CREDIT PLAN														
15-00601	08/06/15	Toner & Neon Paper												
1		HP304A Black Toner 2-pk.			177.99	05-55-515-102		E COMPUTER SUPPLIES/MTS SERVICES	R	08/06/15	08/06/15			N

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
OFF04 OFFICE DEPOT CREDIT PLAN											
15-00601 08/06/15 Toner & Neon Paper				Continued							
	2 Neon Yellow Paper			77.94 05-60-515-101	E OFFICE SUPPLIES	R	08/06/15	08/06/15			N
	3 Neon Pink Paper			77.94 05-60-515-101	E OFFICE SUPPLIES	R	08/06/15	08/06/15			N
	4 -\$60.00 Reward Cards			60.00- 05-60-515-101	E OFFICE SUPPLIES	R	08/06/15	08/06/15			N
	5 -\$10.00 Coupon			10.00- 05-60-515-101	E OFFICE SUPPLIES	R	08/06/15	08/06/15			N
	6 -\$40.00 Online Coupon Code			40.00- 05-60-515-101	E OFFICE SUPPLIES	R	08/06/15	08/06/15			N
				223.87							
15-00622 08/14/15 Paper, Printer, Toner											
	1 Case of 10 Reams Regular Paper			269.95 05-55-515-101	E OFFICE SUPPLIES	R	08/14/15	08/14/15			N
	2 Disinfectant wipe 3-pk.			13.98 05-55-515-101	E OFFICE SUPPLIES	R	08/14/15	08/14/15			N
	3 Purchase Order Printer			730.99 05-60-515-102	E COMPUTER SUPPLIES	R	08/14/15	08/14/15			N
	4 P.O. Printer Ribbon			16.99 05-60-515-102	E COMPUTER SUPPLIES	R	08/14/15	08/14/15			N
	5 HP 43X Toner			305.99 05-55-515-102	E COMPUTER SUPPLIES/MIS SERVICES	R	08/14/15	08/14/15			N
	6 HP 305A Black Toner			83.99 05-55-515-102	E COMPUTER SUPPLIES/MIS SERVICES	R	08/14/15	08/14/15			N
	7 On Sale \$25.99 ea. -140.00			140.00- 05-55-515-101	E OFFICE SUPPLIES	R	08/14/15	08/14/15			N
				1,281.89							
15-00660 08/27/15 Front Office Computer											
	1 Front Office Computer			549.99 05-60-515-102	E COMPUTER SUPPLIES	R	08/27/15	08/27/15			N
	2 "Sign Here" stickies			4.00 05-55-515-101	E OFFICE SUPPLIES	R	08/27/15	08/27/15			N
	3 -130.00 Rewards Certificate			130.00- 05-60-515-102	E COMPUTER SUPPLIES	R	08/27/15	08/27/15			N
				423.99							
	Vendor Total:			1,929.75							
ONE03 ONE CALL CONCEPTS INC											
15-00609 08/12/15 UNDERGROUND MARKOUTS - AUGUST											
	1 UNDERGROUND MARKOUTS - AUGUST			208.36 05-55-525-706	E UNDERGROUND MARKOUTS	R	08/12/15	08/12/15		5075386	N
	2 UNDERGROUND MARKOUTS - AUGUST			89.30 05-60-525-706	E UNDERGROUND MARKOUTS	R	08/12/15	08/12/15		5075386	N
				297.66							
	Vendor Total:			297.66							
PAR01 PARAMOUNT CHEMICAL CO. INC											
15-00572 07/28/15 Cleaning Supplies											
	1 Paper Towels - Unwrapped Rolls			163.40 05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	07/28/15	08/10/15		00058771	N

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
PAR01 PARAMOUNT CHEMICAL CO. INC												
15-00572 07/28/15 Cleaning Supplies												
Continued												
2 2 ply Multifold Paper Towels 64.00 05-55-525-202 E PLANT MATERIALS & SUPPLIES R 07/28/15 08/10/15 00058771 N												
3 2 ply Toilet Tissue 73.16 05-55-525-202 E PLANT MATERIALS & SUPPLIES R 07/28/15 08/10/15 00058771 N												
4 Switer Bowl Cleaner BC-40 68.22 05-55-525-504 E OTHER CHEMICALS/SUPPLIES R 07/28/15 08/10/15 00058771 N												
5 Refresh Gel A-32 55.10 05-55-525-504 E OTHER CHEMICALS/SUPPLIES R 07/28/15 08/10/15 00058771 N												
6 Palmolive Liquid RD-16 21.85 05-55-525-504 E OTHER CHEMICALS/SUPPLIES R 07/28/15 08/10/15 00058771 N												
445.73												
Vendor Total: 445.73												
PIE01 PG&S PAYROLL SERVICES,LLC												
15-00604 08/11/15 Payroll Services												
1 Payroll Services 104.35 05-55-500-209 E PAYROLL R 08/11/15 08/11/15 60069 N												
2 Payroll Services 104.35 05-60-500-209 E PAYROLL R 08/11/15 08/11/15 60069 N												
208.70												
Vendor Total: 208.70												
PIT02 PITNEY BOWES INC												
15-00621 08/14/15 TERM RENTAL CHARGES AUG, 2015												
1 TERM RENTAL CHARGES AUG, 2015 125.00 05-60-515-103 E EQUIPMENT RENTAL R 08/14/15 08/14/15 1319409-AUG15 N												
2 TERM RENTAL CHARGES AUG, 2015 375.00 05-55-515-103 E EQUIPMENT RENTAL R 08/14/15 08/14/15 1319409-AUG15 N												
500.00												
Vendor Total: 500.00												
POL03 POLYDYNE INC.												
15-00647 08/24/15 Polymer C-9545 Totes												
1 Polymer C-9545 Tote 8/6/15 2,530.00 05-55-525-502 E POLYMER-MRP R 08/24/15 08/24/15 986410 N												
2 Polymer C-9545 Tote 8/20/15 2,530.00 05-55-525-502 E POLYMER-MRP R 08/24/15 08/24/15 989697 N												
5,060.00												
Vendor Total: 5,060.00												
PRE01 THE PRESS OF ATLANTIC CITY												
15-00611 08/12/15 Advertisements Required By Law												
1 7/20/15 Castra 3x46 70.38 05-60-515-203 E ADVERTISEMENT R 08/12/15 08/24/15 0715-103446 N												

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
Item Description						Enc Date	Date	Invoice	Excl
PRE01 THE PRESS OF ATLANTIC CITY Continued									
15-00611 08/12/15 Advertisements Required By Law									
2 7/21/15 Cafra 3x46		70.38	05-60-515-203	E ADVERTISEMENT	R	08/12/15	08/24/15	0715-103446	N
3 7/22/15 Cafra 3x46		96.38	05-60-515-203	E ADVERTISEMENT	R	08/12/15	08/24/15	0715-103446	N
4 5/15/15 Notice to Bid		103.01	05-60-515-203	E ADVERTISEMENT	R	08/12/15	08/24/15	0515-103446	N
		340.15							
Vendor Total:			340.15						
QC01 EUROFINS QC INC									
15-00600 08/06/15 LABORATORY ANALYSIS									
1 WATER		530.00	05-60-525-204	E LAB ANALYSIS	R	08/06/15	08/06/15	1720586	N
2 WASTEWATER		810.00	05-55-525-204	E LAB ANALYSIS	R	08/06/15	08/06/15	1720585	N
		1,340.00							
Vendor Total:			1,340.00						
RHT01 ROMANO, HEARING, TESTA & KNORR									
15-00605 08/11/15 Accounting Services -July 2015									
1 Accounting Services -July 2015		1,150.70	05-55-500-206	E AUDITOR/FINANCIAL SERVICES	R	08/11/15	08/11/15		N
2 Accounting Services -July 2015		1,150.70	05-60-500-206	E AUDITOR/FINANCIAL SERVICES	R	08/11/15	08/11/15		N
		2,301.40							
Vendor Total:			2,301.40						
SEA01 SEA GEAR MARINE SUPPLY INC									
15-00659 08/27/15 Towable Hypo Trailer Hooks									
1 Towable Hypo Trailer Hitch		19.98	05-55-525-205	E SAFETY EQUIPMENT	R	08/27/15	08/27/15		N
Vendor Total:			19.98						
SEA05 SEASHORE ASPHALT CORPORATION									
15-00550 07/20/15 HP PATCH									
1 HP PATCH - 3 INVOICES		827.50	05-55-525-201	E COLLECTION MATERIALS & SUPPLIES	R	07/20/15	08/05/15		N
2 HP PATCH - 3 INVOICES		827.50	05-60-525-206	E DISTRIBUTION SUPPLIES	R	07/20/15	08/05/15		N
		1,655.00							

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Vendor # Name		PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description																
SEA05 SEASHORE ASPHALT CORPORATION Continued																
15-00573 07/28/15 HP PATCH																
1 HP PATCH					54.37		05-55-525-201		E	COLLECTION MATERIALS & SUPPLIES	R	07/28/15	08/10/15		4018983	N
2 HP PATCH					54.38		05-60-525-206		E	DISTRIBUTION SUPPLIES	R	07/28/15	08/10/15		4018983	N
					108.75											N
15-00590 07/30/15 HP PATCH																
1 HP PATCH					54.38		05-55-525-201		E	COLLECTION MATERIALS & SUPPLIES	R	07/30/15	08/10/15		4019035	N
2 HP PATCH					54.37		05-60-525-206		E	DISTRIBUTION SUPPLIES	R	07/30/15	08/10/15		4019035	N
					108.75											N
15-00610 08/12/15 HP PATCH																
1 HP PATCH					206.87		05-55-525-201		E	COLLECTION MATERIALS & SUPPLIES	R	08/12/15	08/27/15		4019422	N
2 HP PATCH					206.88		05-60-525-206		E	DISTRIBUTION SUPPLIES	R	08/12/15	08/27/15		4019422	N
					413.75											N
					Vendor Total:		2,286.25									
SIG02 SIGNARAWA-CMCH																
15-00618 08/12/15 LTWUA Viny] Banner																
1 LTWUA Viny] Banner					150.50		05-55-525-402		E	OFFICE-PLANT MATERIALS & SUPPLIES	R	08/12/15	08/24/15		1506	N
					Vendor Total:		150.50									
TRI03 MANUFACTURES EDGE, INC																
15-00537 07/13/15 Barnes Non Colg Submers. Pump																
1 Barnes Non Colg Submersible					3,142.50		05-55-525-201		E	COLLECTION MATERIALS & SUPPLIES	R	07/13/15	08/12/15		SIN033613	N
2 Freight					156.80		05-55-525-201		E	COLLECTION MATERIALS & SUPPLIES	R	08/12/15	08/12/15		SIN033613	N
					3,299.30											N
					Vendor Total:		3,299.30									
UPS01 UPS																
15-00645 08/24/15 UPS Ground Delivery																
1 All Industrial Safety					25.10		05-55-525-205		E	SAFETY EQUIPMENT	R	08/24/15	08/24/15		00001623VE325	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
UPS01 UPS		Continued									
15-00645 08/24/15 UPS Ground Delivery		Continued									
2 Various Plant Supplies			104.67	05-55-525-202	E PLANT MATERIALS & SUPPLIES	R	08/24/15	08/24/15		00001623VE335	N
			129.77								
Vendor Total:			129.77								
VER03 VERIZON WIRELESS											
15-00594 08/05/15 VERIZON WIRELESS - AUGUST 2015											
1 VERIZON WIRELESS - AUGUST 2015			79.75	05-60-525-705	E CELLULAR	R	08/05/15	08/05/15		9749729932	N
2 VERIZON WIRELESS - AUGUST 2015			186.07	05-55-525-705	E CELLULAR	R	08/05/15	08/05/15		9749729932	N
			265.82								
Vendor Total:			265.82								
VIL03 NAPA AUTO PARTS CO.											
15-00649 08/25/15 AUGUST 2015 PURCHASES											
1 Blue Def 1G			7.98	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		149896	N
2 R-134A Plus Freon			91.96	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		150654	N
3 Battery Charger			39.59	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		150799	N
4 Super Clean Degreaser			29.99	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151012	N
5 A C Vacuum Pump Oil			14.10	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151553	N
6 Truck Hitch Pins			32.97	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151535	N
7 12 oz. 134A Refrigerant			21.28	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151538	N
8 Oil 82-6020			14.70	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151538	N
9 Oil Filter (Gold) 1734			119.64	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151620	N
10 Fuel Filter (Gold) 3818			111.48	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151620	N
11 Brake Caliper w/hardware			106.31	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151665	N
12 Napa Oil Seal 24017			26.24	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151668	N
13 Emergency/Parking Brake Shoes			50.93	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151658	N
14 06 Ford Truck F250 Pads/Seal			198.46	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151656	N
15 Napa Gold Fuel Filter 3818			37.16	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151745	N
16 Truck 3 items			23.52	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		151819	N
17 Airchuck - Tire Pressure			10.97	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		152192	N
18 Sway Bar Links 1631/1632			119.28	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		152150	N
19 Premium Blue 15W40 1 GAL			177.60	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		152239	N
20 1QT Syngear Oil 75-90 Truck 10			23.98	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		152244	N
21 Truck 11 Cloth & Coupling			42.98	05-55-525-604	E VEHICLE PARTS & REPAIRS	R	08/25/15	08/25/15		152326	N

[illegible]

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
WAT03 WATER WORKS SUPPLY CO., INC. Continued									
15-00447	06/05/15 Furnishing water Materials Bid Continued								
37	12" Single Strap Service		259.44	05-60-525-206	R	06/05/15 08/11/15		IHL7041	N
	Tracking Id: WATMAT2015 Furnishing water Materials 2015								
38	8" Single Strap Service Saddle		216.66	05-60-525-206	R	06/05/15 08/11/15		IHL7041	N
	Tracking Id: WATMAT2015 Furnishing water Materials 2015								
39	4" Single Strap Service Saddle		114.44	05-60-525-206	R	06/05/15 08/11/15		IHL7041	N
	Tracking Id: WATMAT2015 Furnishing water Materials 2015								
41	3/4" Straight Union Connection		178.50	05-60-525-206	R	06/05/15 08/11/15		IHL7041	N
	Tracking Id: WATMAT2015 Furnishing water Materials 2015								
47	3/4" PEP, Iron Pipe Size, 200		677.00	05-60-570-416	R	06/05/15 08/27/15		15-00447-02	N
	Tracking Id: WATMAT2015 Furnishing water Materials 2015								
			14,940.09						
	Vendor Total:		14,940.09						
WVG01 GRAINGER, INC									
15-00574	07/28/15 Various Plant Supplies								
1	Various Plant Supplies as		44.24	05-55-525-202	R	07/28/15 08/06/15		9806431038	N
2	Item 3K1T8 Food Hoe, Green		31.05	05-55-525-202	R	07/28/15 08/06/15		9806431038	N
3	Item 2ZTW2 Standard Hand		15.99	05-55-525-202	R	07/28/15 08/06/15		9806431038	N
4	Item 2ZTW1 Hand Skimmer & Leaf		10.98	05-55-525-202	R	07/28/15 08/06/15		9806431038	N
5	Item 2ZTW4 Telescope Pole,		32.59	05-55-525-202	R	07/28/15 08/06/15		9806431038	N
			134.85						
15-00586	07/30/15 Glue, Primer, PVC Coupling								
1	Item # 29JA19 Pipe Cement		33.75	05-55-525-202	R	07/30/15 08/14/15		9799782330	N
2	Item # 6KWU6 Primer Purple		19.70	05-55-525-202	R	07/30/15 08/14/15		9799782330	N
3	Item # 6NG57 Coupling 2" SSPVC		18.18	05-55-525-202	R	07/30/15 08/14/15		9799782330	N
			71.63						
15-00591	07/30/15 Dehumidifier, Sump Pump, Blower								
1	Dayton Dehumidifier, 30 Pts,		738.00	05-55-525-201	R	07/30/15 08/14/15		9803728527	N
2	Dayton Sump Pump, 1/4 HP,		494.79	05-55-525-201	R	07/30/15 08/14/15		9803728527	N
3	Dayton Blower, 265 cfm, 115V,		322.71	05-55-525-201	R	07/30/15 08/14/15		9803728527	N
			1,555.50						

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
WMG01 GRAINGER, INC	15-00596 08/05/15 Cables, Outlet, Breaker											
	1 Order #WEB123883325	394.65	05-60-525-206			E DISTRIBUTION SUPPLIES	R	08/05/15	08/14/15		MULTIPLE	N
	2 Order #WEB123883325	394.65	05-55-525-201			E COLLECTION MATERIALS & SUPPLIES	R	08/05/15	08/14/15		MULTIPLE	N
		789.30										
	Vendor Total:	2,551.28										
XER01 XEROX	15-00653 08/25/15 MONTHLY MAINTENANCE AGREEMENT											
	1 MONTHLY MAINTENANCE AGREEMENT	65.79	05-60-515-101			E OFFICE SUPPLIES	R	08/25/15	08/25/15		080871404	N
	2 MONTHLY MAINTENANCE AGREEMENT	65.79	05-55-515-101			E OFFICE SUPPLIES	R	08/25/15	08/25/15		080871404	N
		131.58										
	Vendor Total:	131.58										
Total Purchase Orders:			66	Total P.O. Line Items:	194	Total List Amount:	315,172.51	Total Void Amount:	0.00			

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
SEWER & WATER FUND					
	5-05	270,695.76	0.00	0.00	270,695.76
	X-05	44,476.75	0.00	0.00	44,476.75
Total of All Funds:		<u>315,172.51</u>	<u>0.00</u>	<u>0.00</u>	<u>315,172.51</u>

\$ 32,382.35 Active medical

\$ 23,134.75 Retired medical

\$ 1,185.00 Utility Opening Permit ADPOT

\$ 500.00 Delaware River Basin Permit Fee

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
SEWER & WATER FUND	05	315,172.51	0.00	0.00	315,172.51
Total of All Funds:		<u>315,172.51</u>	<u>0.00</u>	<u>0.00</u>	<u>315,172.51</u>

LOWER TOWNSHIP MUA
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
SEWER & WATER FUND						
	5-05	270,695.76	0.00	0.00	0.00	270,695.76
	X-05	44,476.75	0.00	0.00	0.00	44,476.75
Total of All Funds:		<u>315,172.51</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>315,172.51</u>

LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION NO.106 -2015

September 2, 2015

BE IT RESOLVED, by the Lower Township Municipal Utilities Authority that the Board Secretary, Sharon Otto

	<u>Address</u>	<u>Period</u>	<u>Amount</u>	<u>Billing Adjustment and Explanation</u>
WATER ACCOUNTS				
1	3 properties		\$1,589.11	Leak Forgiveness.
2	1809 Bayshore Road		\$39,649.15	Meter Error.
3	209 Gorham		\$3,264.82	Misread.
4	707 Hughes		\$882.82	Misread.
5	212 Linda Anne		\$28.88	Misread.
6	709 Beach		\$1,902.00	Misread.
7	75 A Beachhurst		\$119.47	Misread.
8	3311 Bayshore C6		\$147.26	Misread.
9	32 Carolina		\$663.36	Meter Error.
10	125 E Atlantic		\$234.60	Missed reads.
11	15 W Jacksonville		\$969.05	Read entered incorrectly.
12	6 E Delaware Parkway		\$18,171.43	Read entered incorrectly.
13	11 Pinewood		\$124.53	Misread.
14	200 Suzanne		\$108.28	Misread.
15	3101 Bay Drive		\$84.14	Double billed.
16	140 Kentucky		\$62.48	Ground - billed in error.
17	505 Washington Blvd.		\$192.01	Meter Error.
18	8 Mimosa		\$123.44	I & R entered twice.

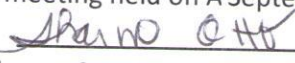
INTEREST

TO BE WAIVED PER INTEREST SHEET

<u>Water CF Interest:</u>	\$0.00
<u>Water Interest:</u>	\$2.82
<u>Sewer Interest :</u>	\$45.54

	BITTING	FRISOLI	HENDERSON	O'CONNOR	SHEFTZ
MOTION		x			
SECOND	x				
AYES	x	x	x	x	x
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the the Lower Township Municipal Utilities Authority at a meeting held on A September 2nd 2015


Sharon Otto, Secretary

Lower Township MUA
VFD units for disposal
8/28/2015

MFG	Model	Serial
Saftronics	E26-125	134936
Yaskawa	CIMR-P7U4045	1W0397322700006
Saftronics	GP10E9ST34075B1	0507-23731A0001
Yaskawa	CIMR P5M2030	xxxxxx
Saftronics	GP10E1ST34030B1	xxxxxx
Magnatek	GPD505V-B096	xxxxxx
Yaskawa	CIMR-P5N4037	xxxxxx
Magnatek	GPD 506V-B080	xxxxxx
Yaskawa	CIMR P5M4030	xxxxxx
Magnatek	GPD05330	xxxxxx
Saftronics	xxxxxx	154443
Saftronics	xxxxxx	150548

Lower Township MUA
Computer Equipment
for disposal 8/28/2015

Mfg	Model	SN	Asset	Category	Location	Notes
Brother	ML 300	M7K104009	461	Printer	Loft	
Hp	Ku-0316			Keyboard	Loft	
HP	5000	200801202386		Keyboard	Loft	
Logitech				Keyboard	Loft	
HP	Kb-0316			Keyboard	Loft	
Fellows	Ku-9938	6L06900325b		Keyboard	Loft	
HP	Kb-0316			Keyboard	Loft	
HP	Kb-0316			Keyboard	Loft	
HP	Kb-0316			Keyboard	Loft	
HP	Kb-0316			Keyboard	Loft	
Microsoft	3000	103601616845		Keyboard	Loft	
Panasonic	Cf-27	Cf-27lbaghem	Loper	PC, Portable	Loft	
Dell	Pmp			PC, Portable	Loft	
HP	ML350G5	Mxq84403wb	479	Server Unit	Loft	With two drives
HP	DC5750	Mxm70307kp	373	PC, Tower	Loft	
HP	DC5750	2ua8470syc	476	PC, Tower	Loft	
HP	DC5750	2ua82102xc	468	PC, Tower	Loft	
HP	DC5750	2ua8470sy4	475	PC, Tower	Loft	
HP	DC5750	Mxm70307lo	372	PC, Tower	Loft	
HP	DC5750	2ua8470sy2	473	PC, Tower	Loft	
HP	C7058a	Jpdgj43910		Printer	Loft	
Logitech				Keyboard	Loft	
KTV		1003194		TV	Loft	
Goldstar	Rcv0615	Kc51001687		TV / Radio	Loft	
Acet	Al1017a	Etl570409670400f9a4312		Monitor	Loft	
HP		Cnd8091tvz		Monitor	Loft	
HP		2ua81619wr		PC, Tower	Loft	
HP		Cnd8b9q1tr		Printer	Loft	
Dell		Cn ou4931-46633-4ak-1ckl		Monitor	Loft	
Dell		Cn ou4932-46633-4ak-1c4l		Monitor	Loft	
HP		Cnf9b1cn34		Printer	Loft	
HP	3390	Cnljp10896	440	Printer	Loft	
Sharp	AL1540CS	35006194	292	Printer	Loft	
Panasonic	KX-P3626	6hmcpi69637	441	Printer	Loft	
Canon		Csh51177		Fax	Loft	
HP		Cnf9d1gx5z		Printer	Loft	
HP	CM2320NF	Cnb985v8ss	486	Printer	Loft	
Canon		2476255		Adding machine	Loft	
HP	2840	Cnhc7bbog4	457	Printer	Loft	
HP		Cnc808r26x		Monitor	Loft	
HP		Snprg-0702		Fax	Loft	
Dell		Cn ou4931-46633-4ak-1u9l		Monitor	Loft	
Acer		Etlbnoco2383306e394002		Monitor	Loft	
HP		Cnd8110n9r		Monitor	Loft	

Lower Township MUA
Computer Equipment
for disposal 8/28/2015

[illegible]

Lower Township MUA
Bill Processing Equipment
for disposal 8/28/2015

Mfg	Model	SN	Asset	Category	Location	Notes
Epson	TM-U370	1z60017957sr	447	Receipt Printer	Loft	
Epson	TM-U371	1RL0000844	448	Receipt Printer	Loft	
Epson	TM-U372	1Z60047702SR	449	Receipt Printer	Loft	
Epson	TM-U373	1RL0000843	446	Receipt Printer	Loft	
Symbol		M1E40MO4Y	266	Scanner/Reader	Loft	
Symbol		M1E64K88T		Scanner/Reader	Loft	
Symbol		M1E33P29U		Scanner/Reader	Loft	

Lower Township MUA
Equipment for disposal
8/28/2015

Mfg	Model	SN	Asset	Category	Location	Notes
Speedaire	4B224A	L1 20 99-00094		Air Compressor, Portable	Dewatering	8 Gal
Speedaire	4B232B	L8 4 98-00087		Air Compressor, Portable	Dewatering	30 Gal
Tiger / Northern Tools	999239 0208	999239A 0335		Tamper	Dewatering	With cart
American, IMC Compressors	TV90	70687		Air Compressor, Portable	Dewatering	
Superior				Diesel Generator	Dewatering	AC and DC
Gray	TNT550			Air lift jack	Dewatering	

ID #	Year	Make/Model	Driveline	Fuel Type	Category	VIN Number			
2	2002	Ford F250 Pickup	4WD	Gasoline	Pickup	1FTNF21L72EC59342			
	License #	Asset ID#	Age						
	MG53514		256	13	Replaced with Tahoe, M Johnson				
7	2005	Ford F350 Utility Body	4WD	Diesel	Utility Open	1FDWVF37P95ED06035			
	MG64298		291	10	Blown head gasket. Needs major engine work				
8	2004	Ford F450 Pickup / Liftgate	2 WD	Diesel	Utility Open	1FDXFF46P54ED08942			
	MG61251		254	11	Transmission in poor condition, diesel emission retrofit system in poor condition				
13	2008	Ford E350 Econo Van	2WD	Gasoline	Utility Closed	1FDWE35S18DA17073			
	MG77047		451	7	Truck body is falling apart, yard service only				
18	2004	Ford Explorer	4WD	Gasoline	SUV	1FMDU72K14UB69838			
	MG63629		277	11	Transmission in poor condition				

**THE TOWNSHIP OF LOWER MUNICIPAL UTILITIES AUTHORITY
RESOLUTION NO. 101-2015**

**RE: AWARDING A PROFESSIONAL SERVICES CONTRACT TO TRIAD
ADVISORY SERVICES, INC. FOR GRANT COORDINATION SERVICES**

WHEREAS, governmental grants provide a means by which improvements and maintenance on the Authority's infrastructure can be funded; and

WHEREAS, the most efficient means of locating and applying for grants is by use of a professional with expertise in the field; and

WHEREAS, the Authority deems it to be in the interest of its ratepayers that the services of a grants coordinator be retained as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, *et. seq.*; and

WHEREAS, Triad Advisory Services, Inc. ("Triad") has the professional credentials and abilities to perform the services required by the Authority; and

WHEREAS, the Authority's Executive Director has obtained from Triad a proposal, dated July 10, 2015, to perform the services required by the Authority; and

WHEREAS, Triad has completed and submitted (or will complete and submit) a Business Entity Disclosure Certification that certifies that Triad has not made any reportable contributions to a political or candidate committee in the Township of Lower in the previous one year, and that the contract will prohibit Triad from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, provides that contracts for professional services may be awarded without public advertisement therefore; and

WHEREAS, under the Local Public Contracts Law, the subject contract would be a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual entity providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual or entity and the Authority;

(B) The services required are highly specialized or technical in nature;

(C) The services require peculiar ability or skill, and demand a high degree of specialized knowledge or expertise;

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

(F) The individual or entity who will perform these services is held to and fully adheres to, the strict ethical standards that govern the involved profession;

(G) The services include advice to and consultation with the Authority that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the Authority officials, such that competitive bidding is not feasible or practical;

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

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

- 1) All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) On behalf of the Lower Township Municipal Utilities Authority, the Executive Director and Authority Secretary be and they hereby are authorized to execute a professional services agreement with Triad Advisory Services, Inc. in an amount not to exceed \$7500.00 the form of which shall be subject to the approval of the Authority Solicitor and the term of which shall not exceed one year.
- 3) The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby is incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.
- 4) This Resolution shall only be effective when a copy of a certification of availability of funds prepared by the Chief Financial Officer of the Authority is attached hereto.
- 5) The Business Disclosure Entity Certification and the determination of value shall be placed on file with this Resolution.
- 6) A notice of the letting of this contract shall be published in the Authority's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Authority Secretary.
- 7) This Resolution only shall become effective when a copy of the New Jersey Business Registration Triad Advisory Services, Inc. is submitted to the Authority pursuant to the provisions of N.J.S.A. 52:32-44b(1) and a copy of that New Jersey Business Registration Certificate shall be placed on file with this Resolution.

RESOLUTION NO. 101-2015

	BITTING	FRISOLI	O'CONNOR	SHEFTZ	HENDERSON
MOTION	X				
SECOND					X
AYES	X	X	X	X	X
NAY					
ABSENT					
ABSTAIN					

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by the Township of Lower Municipal Utilities Authority at a meeting held on August 5, 2015

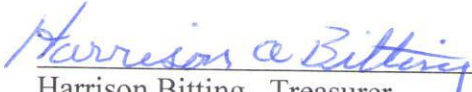


Sharon Otto, Secretary

CERTIFICATION OF CHIEF FINANCIAL OFFICER OF THE AUTHORITY
ADDITION TO RESOLUTION NO. 101-2015

I, Harrison Bitting, do hereby certify as follows:

1. I am the Treasurer and Chief Financial Officer of the Township of Lower Municipal Utilities Authority.
2. I verify that funds are available in Authority Accounts for Resolution 101-2015.


Harrison Bitting , Treasurer



July 10, 2015

Michael Chapman, Executive Director
The Township of Lower Municipal Utilities Authority
2900 Bayshore Road
Villas, NJ 08251

Re: Grant Writing and Financing/ Funding Strategies and Solutions

Dear Mike:

Thank you for taking time to meet and provide background on current and planned activities of the Lower Township Municipal Utilities Authority. Clearly the Authority has an aggressive yet well-managed agenda for the continued provision of quality wastewater and potable water services in compliance with applicable State and Federal guidelines. Triad Associates represents a number of municipal utility and utility authorities and has been successful in securing grant funding and the financing needed to implement capital projects similar to those that we touched on briefly at our meeting.

As I indicated to you, this past June, Triad Associates celebrated its 37th Anniversary and perhaps equally important to our sustainability, is the fact that we have secured over \$800 Million in grants and financing for public, non-profit, utility and private sector clients. We can provide decades of experience in understanding Regional, State and Federal guidelines and transferring that expertise into practical and realistic recommendations for funding that will assist your Authority in meeting its objectives at the least cost to the ratepayers.

In order for Triad's Professional Team to move forward with an aggressive search for potential grant funding and financing options, I ask that we be designated as the Authority's Grants Funding and Financing Consultant. As your designated Consultant, we will meet with you, your staff, as well as members of the Board to review in detail your priorities. Triad Associates will also set forth a Matrix of Projects that our Grants Committee (that meets weekly) can then use to seek out the most appropriate grants that are either presently available or may become available in the foreseeable future. Based on our initial discussions, it is clear that the projects that are contemplated by the Authority in the next several years are substantial enough that they will likely have to be implemented in stages due to the fact that the public funding agencies (State and Federal) have limited resources. Nonetheless, a concerted and well thought out strategy, which we will work with you to develop, will be the way that we capture the most resources in the least amount of time.

So as to become a part of your team, I would ask that your Board consider the enclosed Contract for Professional Services. It is a form of contract that has been universally accepted and utilized by virtually all of our public clients because it provides the greatest flexibility as to how our services will be engaged. It also ensures that the actions taken under the terms of the contract are as authorized by the Authority.

The contract provides for hourly services which can include developing Profiles, pre-applications, or meetings with elected officials and prospective grantor agencies in the pursuit of funding. In many cases, hourly meetings or brief Project Profiles can help to set the stage for an "invitation" to apply for funding.

New Jersey Office
1301 W. Forest Grove Rd., Vineland, NJ 08360
P 856.690.9590 F 856.690.5622

Pennsylvania Office
309 W. Glenside Ave., Glenside, PA 19038
P 215.576.1990 F 215.576.1940

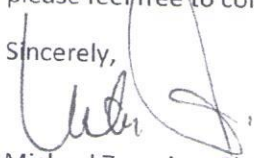
Web
www.triadincorporated.com

In this way, we minimize the upfront costs until we have a fairly good idea that we're on the "right track". The fixed fee component of our contract will come at a point in time when we can recommend a specific funding source and can provide you with a fixed cost for preparation of the required application. Once again, we will present this information and it will be the decision of the Authority as to whether to proceed or not. At such time that a grant is approved, this contract also provides the mechanism to engage our firm to assist in addressing the regulatory requirements associated with implementing the grant as a way of complimenting your efforts and that of your staff.

I very much appreciated the opportunity to get back in touch with after so many years and I'm hopeful that we will have an opportunity to once again work together.

If in your review of the enclosed proposed contract for professional services you have any questions, please feel free to contact me. As always, I am available by phone or email at any time.

Sincerely,



Michael Zumpino, Chairman/ CEO

Cc Stephen Kehs, AICP/ PP, Vice President
Tammy Wetzel, Senior Associate

PROFESSIONAL SERVICE AGREEMENT

This Professional Service Agreement ("Agreement") made July 10, 2015 between **TRIAD ADVISORY SERVICES, INC.** (trading as **TRIAD ASSOCIATES**), 1301 W. Forest Grove Road, Vineland, New Jersey 08360 ("Consultant") and **TOWNSHIP OF LOWER MUNICIPAL UTILITIES AUTHORITY** 2900 Bayshore Road, Villas, New Jersey 08251 ("Principal").

The Principal desires to engage the professional services of Consultant as described in "Exhibit A – Description of Project and Scope of Services" (the "Services"), attached and made a part of this Agreement, and

The Consultant is willing to perform the Services for the Principal upon the terms and conditions stated below.

In consideration of the mutual covenants and agreements set forth below, Consultant and Principal agree as follows:

1. The Principal shall provide to the Consultant information and documentation that the Consultant may require to render properly the services provided for in this Agreement. Such information or documentation may include planning, economic and engineering studies, reports or analyses, codes and ordinances, environmental assessments; property appraisals, capital improvement and other development plans and programs; data on housing conditions; and current community development activities, maps, correspondence and other pertinent materials.
2. Performance of the Services in a timely manner by Consultant is expressly conditioned upon the furnishing to Consultant by the Principal of information and documentation pursuant to Paragraph 1 of this Agreement and the timely performance of all other obligations required of the Principal in this Agreement. Notwithstanding anything elsewhere to the contrary in this Agreement, the Consultant shall not be responsible for any delays in performance of the Services caused by the failure or delay of the Principal in performance of its obligations under this Agreement, actions or inaction of any governmental agency, or any other cause beyond the control of the Consultant.
3. The Principal and Consultant each agree at all times to exert their best efforts to complete the Services (as described in Exhibit A) in a professional and timely manner.
4. In the event that the Principal claims that Consultant is in default of this Agreement or has failed to fulfill in a timely and proper manner its obligations under this Agreement, then the Principal agrees that it will not exercise any right or remedy for default unless it shall have first given written notice thereof to Consultant, and Consultant shall have failed, within fifteen (15) days thereafter to actively and diligently, in good faith, proceed with the Contract and the correction of the default. Consultant reserves the right to terminate this Agreement at any time by providing Principal with 30 days written notice.

5. This Agreement constitutes the entire Agreement between parties and supersedes all prior or contemporaneous agreements and understandings (either oral or written).
6. No covenant or condition not expressed in this Agreement shall be effective to interpret, change or restrict this Agreement.
7. Except as otherwise provided in this Agreement, no change, termination or attempted waiver of any of the provisions of this Agreement shall be binding on their respective heirs, administrators, executors, personal representatives, successors and assigns.
8. Nothing in this Agreement, expressed or implied, shall be construed to confer upon or to give to any person or entity, other than the Principal and the Consultant, their respective heirs, administrators, executors, personal representatives, successors and assigns, and their respective shareholders, or any of them, any rights or remedies under this Agreement.
9. This Agreement shall be construed and interpreted according to the laws of the **STATE OF NEW JERSEY**.
10. Consultant shall comply with all federal, state, county and municipal laws, regulations and ordinances applicable to Consultant or the work in the states and municipalities where the work is to be performed.
11. As compensation for the Services to be performed under this Agreement, Principal agrees to pay Consultant and Consultant agrees to accept for the Services, the compensation outlined in "Exhibit B – Compensation and Method of Payment" that is attached and made a part of this Agreement.
12. This contract may not be assigned by the Principal in whole or in part, without the prior written consent of Consultant.
13. Consultant reserves the right to cease performance under this Agreement due to:
 - a. Principal's nonpayment of compensation as required by Exhibit B, or
 - b. Principal's failure to pay invoices within 45 days of receipt.
 - c. Failure of Principal to provide information and documentation outlined in Section 1 of the Professional Services Agreements.
14. Except for the non-payment of Consultant's compensation under this Agreement, Principal and Consultant agree to submit any dispute under this Agreement to binding arbitration. Principal and Consultant share bear their own costs for presentation of their case to the arbitration.
15. Consultant reserves the right to institute legal proceedings to collect unpaid compensation for services rendered under this Agreement. In the event that Consultant is successful in obtaining a judgment against Principal, the Principal shall also be responsible for the Consultant's legal fees and costs related to the collection action.

16. In the event that the Principal is a county or municipal government, or county or municipally created entity, the chief financial officer of the government entity shall certify that the funds are available to pay the compensation of this Agreement.
17. In the event that the Principal is the state, county or municipal government, or a state, county or municipally created entity, a resolution approving this Agreement from the governing body shall be attached to this Agreement as the next lettered Exhibit.
18. All subsequent modifications or amendments to this Agreement shall be attached to this Agreement as the next lettered Exhibit. In the event that the Principal is the state, county or municipal government, or a state, county or municipally created entity, a resolution approving the amendment or modification to this Agreement from the governing body shall be attached to this Agreement as the next lettered Exhibit. The chief financial officer of the applicable government entity shall also certify that funds are available to pay the compensation required by the modification or amendment to this Agreement.
19. Failure of Consultant to enforce any provision of this Agreement is not a waiver by Consultant of that provision in the Agreement.
20. Notices and payments pursuant to this Agreement shall be given in writing by ordinary mail to the parties of the following addresses:

To the Consultant:		To the Principal:	
TRIAD ASSOCIATES 1301 W. Forest Grove Road Vineland, New Jersey 08360		TOWNSHIP OF LOWER MUNICIPAL UTILITIES AUTHORITY 2900 Bayshore Road Villas, New Jersey 08251	
Attention:	Michael Zumpino Chairman/CEO	Attention:	Michael Chapman Executive Director

or to such other address as the parties may hereafter designate by notice given in accordance with the terms of this Paragraph. Notice or payments sent through courier service, or private overnight delivery service also comply with the terms of this paragraph.

The Consultant and Principal executed this Agreement as of the date first above written.

For **TRIAD ASSOCIATES**



Michael Zumpino
Chairman/CEO

Date: July 10, 2015



Witness/Attest

For **TOWNSHIP OF LOWER MUNICIPAL UTILITIES
AUTHORITY**

Witness/Attest

By:

Date:

***State, County or Municipal Governments or Agencies:**

I am the Chief Financial Officer for the Principal and I certify that funds are available and set aside to pay for the services under this Agreement.

Signature

Date

Print Name & Title

TRIAD

EXHIBIT A

DESCRIPTION OF THE PROJECT AND SCOPE OF SERVICES

Attached to and made a part of the Agreement dated July 10, 2015 between **TRIAD ASSOCIATES** ("Consultant"), and **TOWNSHIP OF LOWER MUNICIPAL UTILITIES AUTHORITY** ("Principal").

For the following project, Principal agrees to retain Consultant to provide these services:

DESCRIPTION OF THE PROJECT: Principal has a need for Consultant to pursue financial resources for capital, infrastructure, programmatic and related needs of the Principal. Consultant shall (1) recommend federal, state, regional and foundation grant and/or financing resources and/or programs available to meet Principal's needs and (2) apply for the applicable programs upon Principal's approval of Consultant's recommendations.

SCOPE OF SERVICES: The Consultant shall, as authorized, undertake the necessary analyses, applications and related activities to accomplish the following activities, which are broken down into tasks:

Task 1: Conduct grant investigation, research and evaluation.

Task 2: Preliminary program and financial analysis and strategy development, informal and formal communications with prospective funding agencies, development of project profiles and other descriptive documents outlining proposed projects with the purpose of securing an invitation to apply for funding. This task shall also include negotiations with other municipal, county and regional agencies, foundations and the private sector to the extent necessary to carry forth the development goals of the Principal.

Task 3: Special technical support services including, but not limited to, planning and implementation strategies, innovative financing strategies, economic development initiatives, Project and Funding Matrices, and other services supporting the overall objectives of the Principal.

Task 4: Preparation of pre-application and/or application documents as specified by and required for submission to state, federal and regional agencies and foundations/philanthropies.

Task 5: Provision of program implementation and project administrative services in order to insure that programs approved are carried out in accordance with contractual terms and conditions and in compliance with all applicable federal and/or state statutes, regulations and executive orders, etc.

EXHIBIT B

COMPENSATION AND METHOD OF PAYMENT

Attached to and made a part of the Agreement dated July 10, 2015 between **TRIAD ASSOCIATES** ("Consultant"), and **TOWNSHIP OF LOWER MUNICIPAL UTILITIES AUTHORITY** ("Principal").

Principal agrees to pay the Consultant as follows:

COMPENSATION: The Principal shall provide compensation for services provided in accordance with Exhibit A as follows:

- Task 1 of Exhibit A shall be conducted by the Consultant without charge.
- Services under Tasks 2 and 3 will be provided on an hourly basis in accordance with Exhibit C.
- For services under Tasks 4 and 5 of Exhibit A, the amount shall be determined based on the specific program or project for which state, federal, regional or other funds are derived. An estimate of cost will be provided by Consultant for preparation of required application(s) for review and authorization by the Principal.

METHOD OF PAYMENT:

- For Tasks 2 and 3: Consultant shall provide an invoice commensurate with the level of work completed.
- Consultant shall provide a letter of authorization to Principal, which stipulates the cost for services under either Task 4 or 5 of Exhibit A. Upon receipt of the executed letter of authorization from Principal, Consultant shall provide the services.
- Principal shall pay invoices upon receipt.

UNSPECIFIED SERVICES: For services outside the scope of this contract, Consultant shall invoice at the hourly rate effective at the time of service. These rates include all clerical and related services. Unspecified services will be performed upon prior authorization from the Principal. Our current hourly rates are shown on Exhibit C.

OVERNIGHT DELIVERY SERVICES: Consultant's compensation excludes charges for sending items via overnight delivery services (e.g., UPS, FedEx, USPS Express Mail, or other similar services) to the Principal or on behalf of the Principal to other parties. Consultant will charge the Principal the actual cost of these services.

COPIES: Consultant shall provide the appropriate number of copies of applications/study/ work product necessary to meet submission requirements of the funding source. Consultant will also provide one (1) complimentary hard copy and one (1) PDF copy of final application, study or final work product on a CD for the Principal's file.

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that **TRIAD ADVISORY SERVICES, INC. (t/a TRIAD ASSOCIATES)** has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding **August 5, 2015** to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **TOWNSHIP OF LOWER AND/OR LOWER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

☐ Partnership ☒ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Michael L. Zumpino	834 Patterson Drive, Lansdale, PA 19446

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: TRIAD ADVISORY SERVICES, INC. (t/a TRIAD ASSOCIATES)

Signature of Affiant: _____ Title: Chairman/CEO

Printed Name of Affiant: Michael L. Zumpino Date: August 12, 2015

Subscribed and sworn before me this 12th day of August, 2015.

My Commission expires:

MONICA A. WEST
NOTARY PUBLIC OF NEW JERSEY
ID # 2354281
My Commission Expires 1/19/2017

Monica A West
(Witnessed or attested by)

(Seal)

Executive Directors Report
August 2015

I am approaching my six month anniversary at LTMUA. Everyone has been very helpful, easy to work with and seem to be enthused about the upcoming capital projects. I am becoming more familiar with daily operations and the technical issues that exist. Our operations rely heavily on technology to keep us efficient and informed. While we have developed methods to track the information we need to bill our customers, produce job work orders, track employee productivity and keep track of the cumbersome amounts of data required as part of our operating permits it is not contained in any one easily accessible media. You will see from the discussion items below that we need to be more proactive in obtaining and using technology to enhance our efficiency. I will spend a large portion of our time at the conference in Chicago researching management information systems such as real time job work orders, GIS inventory of our assets and obtaining information that will assist us in more efficiently operating our water and sewer systems. We need to be cost effective in everything we do.

Data Backup and Recovery

In the past we have relied on in house employees and some outside IT support to administrator our information network. As I have become more familiar with our daily and technical operations I have discovered that none of the data on the personal computers was being backed up and much more alarming, our server that contains the records of over 20,000 accounts was not performing the back up that everyone assumed it was.

Through a series of emails I communicated this with our current IT provider and really never got a compressive answer on the proper way to proceed. While the firm provided a need at a point in time I have not been happy with their overall performance. It seems whenever they come to fix something few days later we discover some other things that don't work as a result of something they just fixed. They have not been responsive when we need them, and when they are here they seem to be in a big rush to go to the next job. They have been here numerous times during the last two months and never checked to see if the external hard disk drive that was backing up our data was working. I discovered it was not.

I contacted the Sales Manager at Edmunds Associates the software provider for our Accounting and Utility Billing Systems and at his recommendation we contacted Barber Consulting. Our staff met with Wes Barber and one of his associates in our conference room. After explaining the current state of affairs Wes took a look at our server and network set up. He confirmed that there was no back up of any data being done automatically and that our network was configured as a home work group and not a business enterprise, which explained the problems we were having getting everything to work together.

Wes sent a proposal for services along with a hardware recommendation for a backup system which would provide for secure storage of our data in case of a disaster. Wes also recommended we replace our generic server with one from Dell along with their onsite

warranty program providing onsite service by their support team. This would insure minimal down time in the event of server failure. We will be proceeding with backup system and replacement of the server as soon as the budget permits.

SCADA System

Several years ago the MUA began the implementation of a data collection and operation system for water and sewer systems. This system is referred to as a Supervisory Control And Data Acquisition System. This system communicates, when fully implemented, with the wells, water towers and sewer pumping stations. A computer terminal back at the main office shows a visual representation of what you are monitoring. This system also alerts the operators of power outages, low pressure and high water levels. The implementation of this system started several years ago and has halted. We have been working with the vendors to get the system as it is working properly. When fully implemented we will have real time data on all are sewer pump stations, wells and water towers. I expect to expand the system next year as part of the capital budget.

Budget and Capital Improvement Plan

The 2016 Budget and Capital Improvement Plan will introduced at the October 7, 2015 meeting. I am working with the staff in developing a realistic Capital Improvement Plan. The focus will be on the Waste Water Collection System and Treatment Plan. I would like to refurbish 3-5 Waste Water Pumping Stations, put a new roof on the Blower Equipment Building and commission and engineering study for improvements to the Waste Water Treatment Plant to alleviate odors coming from the plant.

East Villas Water Main Extension Phase 1

The East Villas project is proceeding in a positive and forward direction. A news release has been prepared along with street names and a project map. All this information is available on our web site. The NJHMFA finance information and application are also available on the web site. This provides for financing of expenses related to connecting a residential property to new water service. Financing is available for up to \$10,000.00 for 10 years with a yearly carrying charge of 1%.

Field Survey work for the project is 80% complete with design work expected to begin within several weeks. We are still on schedule for the start of construction in the Spring.

Schellengers Landing Sewer Repairs.

Plans and specifications are in the final phase of preparation. Bids are scheduled to be opened on October 6, 2015 with award at the October 7, 2015 meeting. Construction is scheduled for January 2016.

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ENGINEERING REPORT – SEPTEMBER 2, 2015

Prepared for the

Lower Township Municipal Utilities Authority

Lower Township, Cape May County, New Jersey

USDA East Villas Water Main Improvements - Application RV&W Project Number: 05-05-M-010

USDA has approved a low interest loan offer in the amount of \$3,724,000.00

Phase 1 consists of the following streets:

1. Bayshore Road – Weber Avenue to Wilde Avenue
2. Miami Avenue
3. Pensacola Road – Miami Avenue to Florida Avenue
4. Florida Avenue – Peters Road to Pensacola Road
5. Ocean Avenue – Bayshore Road to Bermuda Avenue
6. Jacksonville Avenue – Peters Avenue to Flagler Road
7. St. Johns Avenue
8. Tampa Avenue
9. Desoto Avenue
10. Flagler Road
11. Hudson Avenue – Peter's Road to Dead End
12. Pacific Avenue – Peter's Road to Dead End
13. Delaware Avenue – Peter's Road to Dead End
14. Princeton Road
15. Matthews Avenue
16. Weber Avenue
17. Langs Avenue
18. Bentz Avenue
19. Mowery Avenue – Fulling Mill Road to Virginia Avenue

The survey has been completed on several streets and we have started base mapping and design phases.

USDA Sanitary Sewer Improvements - Application
RV&W Project Number: 05-05-M-011

RV&W portion of USDA submittal has been submitted to USDA (6/19/15). The LTMUA anticipates submitting the required financial information and documents to USDA mid-August to complete the application.

Iron Sequestering System at Well #2 and Well #7
RV&W Project Number: 05-05-M-016

NJDEP Chemical Addition Permit application forms, specifications, Engineer's Report and cost estimate have been drafted. Design plans are complete. The application was submitted to NJDEP in January 2015 and revised based on Technical Review.

NJDEP was not satisfied with the performance of the current chemical at its current dosage, which was approved on a temporary basis. We have submitted a request for Temporary Treatment Approval to test performance of the same chemical at a higher dosage or to try an alternate chemical. **The NJDEP is currently reviewing our request.**

Alternate Water Supply Plan
RV&W Project Number: 05-05-M-017

We prepared an Alternate Water Supply Plan for planning purposes in the event LTMUA has potable water sources restricted or decommissioned in the future due to saltwater intrusion in the Cape May County aquifer system. The Plan was submitted to NJDEP in April 2015 and we recently received comments from their Technical Review. The Plan is being revised and resubmitted to NJDEP for approval in the coming weeks.

Schellengers Landing Sewer Reconstruction
RV&W Project Number: 05-05-M-019

We are currently finalizing the plans and specifications and will be advertising the project for public bidding in September.

Wissahickon Avenue Sanitary Sewer Rehabilitation
RV&W Project Number: 05-05-M-020

Survey and base mapping are complete.

Meeting with Craig Loper week of 3/9/15 to determine bid schedule.
Plans and specifications are 80% complete.
A meeting with Executive Director, Michael Chapman, on 3/19/15 resulted in a proposal for the replacement of force main from 8th Avenue to the Channel.

The first advertisement resulted in no bid packages being submitted.

The re-advertised bid packages were received, reviewed and rejected.
A meeting with perspective bidders was held on 6/15/15 to begin negotiations.
Packages are due back from perspective bidders on 6/29/15.

Threatened and endangered species review is complete. We are awaiting completion of the technical review.

An Application to NJDEP for Freshwater Wetlands General Permit related to construction activities was submitted on April 17, 2015. The Application was received on April 20, 2015. A Technical Review was begun on April 29, 2015.

Master Water Permit
RV&W Project Number: 05-05-M-023

Scope of services:

Our office is finalizing the Master Water Permit application to NJDEP, it is anticipated to be submitted by August 31. Once the master permit is approved by NJDEP, LTMUA will be able to issue approvals for projects without application to NJDEP for the individual project. An update to the master permit gets filed annually.

Delaware River Basin Commission Application
RV&W Project Number: 05-05-M-024

Our office is finalizing the renewal application to the Delaware River Basin Commission (DRBC) for Ground and/or Surface Water Withdrawal. It is anticipated to be submitted to the DRBC by August 31.
