

Resolution-R-02-18-18

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **OPERATING ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **OPERATING ACCOUNT** is a proper cost and has not been paid, also

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

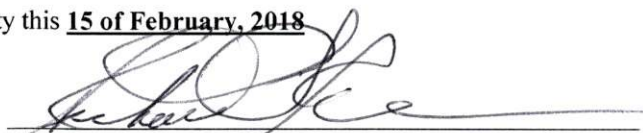
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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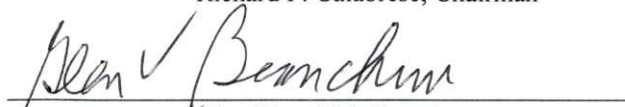
As Per Attached: \$450,101.16

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this 15 of February, 2018



Richard P. Calabrese, Chairman

ATTEST:


Glen Bianchini, Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on February 15, 2018

Dated: February 15, 2018


Marlene Hrynio, Administrative Secretary

February 12, 2018
02:30 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N
Range: First	to Last	Rcvd: N	Held: N	Aprv: Y
Format: Condensed	First Enc Date Range: First to 02/28/18	Bid: Y	State: Y	Other: Y Exempt: Y
Include Non-Budgeted: Y	Prior Year Only: N			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
A0000020 A & M PRODUCTS								
	18-01278	01/10/18	SAFETY	Open	437.92	0.00		
AJ000010 A&J BAR JANITORIAL, INC.								
	18-01179	12/20/17	MONTHLY P.O. FOR JANUARY 2018	Open	345.92	0.00		
ARA00010 ARAMARK UNIFORM SERVICES INC								
	18-01377	02/05/18	MNTHLY UNIFORM RENTAL JAN 2018	Open	885.35	0.00		
ATG00010 ATGER, GLENN								
	18-01330	01/24/18	G. ATGER - SCRIPTS	Open	9.00	0.00		
ATK00010 ATKINSON, JOHN								
	18-01402	02/07/18	J. ATKINSON SCRIPTS	Open	48.06	0.00		
ATL00020 ATLANTIC CITY ELECTRIC								
	18-01334	01/24/18	MONTHLY ELECTRIC SERVICE	Open	19.05	0.00		
	18-01392	02/06/18	MNTHLY ELECTRIC BILL	Open	15,565.25	0.00		
					15,584.30			
CRE00000 BB&T/CPS								
	18-01390	02/06/18	AR BOX (ONLINE PAYMENTS) 1/18	Open	298.87	0.00		
BEL00010 BELLMAWR TRUCK REPAIR CO. INC								
	18-01083	11/21/17	#11,#38 INSPECTION	Open	190.00	0.00		
BOO00010 BOOT AMERICA, INC./STORE								
	18-01305	01/18/18	J. BRUNKEL - SAFETY SHOES	Open	179.99	0.00		
BRI00010 BRICK ENGINEERING LLC								
	18-01412	02/09/18	ENGINEERING FEES JAN 2018	Open	1,920.00	0.00		
BRI00020 BRIDGESTATE FOUNDRY CORP								
	18-01290	01/11/18	REPLACEMENT MANHOLE RINGS	Open	685.00	0.00		
BRU00010 BRUNKEL, JOHN								
	18-01361	02/02/18	J. BRUNKEL EYEGLASSES (SELF)	Open	200.00	0.00		
CIN00010 CINTAS FIRST AID & SAFETY INC								
	18-01306	01/18/18	REFILL FIRST AID SUPPLIES	Open	136.69	0.00		
COK00010 COKOS JANET								
	18-01370	02/05/18	J. COKOS SCRIPTS	Open	125.38	0.00		
COM00020 COMCAST INC								
	18-01341	01/26/18	MONTHLY TELEPHONE & INTERNET	Open	496.79	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CON00000 CONTRACTOR SERVICE								
	18-01192	12/21/17	EQUIP.FOR NEW CURB STOP TRUCK	Open	213.44	0.00		
COU00010 COURIER POST								
	18-01319	01/22/18	PROFESSIONAL AWARD AD	Open	71.36	0.00		
DEL00040 DELEONARDIS STEPHEN								
	18-01309	01/18/18	S. DELEONARDIS - SCRIPTS	Open	239.78	0.00		
DEL00080 DELTA DENTAL PLAN OF NJ								
	18-01400	02/07/18	DENTAL CLAIMS JAN 2018	Open	1,928.50	0.00		
	18-01401	02/07/18	JAN 2018 DENTAL MNTHLY BILL	Open	632.50	0.00		
					2,561.00			
DEV00010 DEVLIN, WILLIAM								
	18-01393	02/06/18	B.DEVLIN SCRIPTS	Open	57.68	0.00		
GIU00010 GIUNTA JR FRANCESCO								
	18-01372	02/05/18	F.GIUNTA SCRIPTS	Open	208.52	0.00		
GRA00020 GRAINGER, INC.								
	18-01248	01/03/18	#94 TRUCK	Open	228.58	0.00		
GRA00040 GRANTURK EQUIPMENT CO. IN								
	18-01216	12/22/17	#35 TRUCK	Open	1,301.39	0.00		
	18-01281	01/10/18	#43	Open	1,005.79	0.00		
	18-01282	01/10/18	RECYCLE TRUCKS	Open	1,383.71	0.00		
	18-01298	01/12/18	#35 TRUCK	Open	770.50	0.00		
					4,461.39			
GROFF005 GROFF TRACTOR NEW JERSEY, LLC								
	18-01301	01/12/18	CASE LOADER	Open	527.40	0.00		
HER00020 HERITAGE BUSINESS SYSTEMS								
	18-01384	02/05/18	MNTHLY COPIER METER JAN 2018	Open	206.17	0.00		
HOM00020 HOME DEPOT CREDIT SERVICE								
	18-01358	02/02/18	VARIOUS SUPPLIES	Open	69.07	0.00		
HUN00020 HUNTER JERSEY PETERBILT								
	18-01239	12/28/17	#34 TRK FAN BLADE	Open	1,401.26	0.00		
	18-01280	01/10/18	RECYCLE TRUCKS	Open	167.60	0.00		
					1,568.86			
HUN00010 HUNTER TRUCK SALES & SERVICE								
	18-01289	01/11/18	#38TRK	Open	312.74	0.00		
JOSH005 JOSH CARGEN								
	18-01394	02/06/18	J.CARGEN EYEGLASSES (SELF)	Open	200.00	0.00		
LAU00020 LAUREL LAWNMOWER SERVICE								
	18-01189	12/20/17	MONTHLY P.O. FOR JANUARY 2018	Open	167.72	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
LOR00010 LORCO PETROLEUM SERVICES INC								
	18-01300	01/12/18	WASTE ANTIFREEZE & OIL REMOVAL	Open	25.00	0.00		
LYNCH005 LYNCH, TRACEY								
	18-01396	02/07/18	T.LYNCH SCRIPTS	Open	32.17	0.00		
MAW00010 MAWSON CHARLES								
	18-01387	02/06/18	C.MAWSON SCRIPTS	Open	132.33	0.00		
MIC00020 MICKLE CHRISTOPHER								
	18-01313	01/18/18	C. MICKLE - SCRIPTS	Open	31.60	0.00		
MON00010 MONACO, THOMAS								
	18-01371	02/05/18	T.MONACO SCRIPTS	Open	81.51	0.00		
NJ000090 N.J. AMERICAN WATER CO.								
	18-01335	01/24/18	MONTHLY WATER SERVICE	Open	92.68	0.00		
	18-01421	02/09/18	MONTHLY WATER SERVICE	Open	440.22	0.00		
					532.90			
NAT00090 NATIONAL PAVING CO. INC.								
	18-01191	12/20/17	MONTHLY P.O. FOR JANUARY 2018	Open	381.05	0.00		
ONE00010 ONE CALL CONCEPTS, INC.								
	18-01383	02/05/18	JAN 2018 MARKOUTS	Open	478.75	0.00		
PAI00010 PAINO DOMINICK								
	18-01223	12/22/17	D. PAINO - SCRIPTS	Open	4.54	0.00		
	18-01329	01/24/18	D. PAINO - SCRIPTS	Open	10.35	0.00		
					14.89			
PED00010 PEDRONI FUEL CO.								
	18-01339	01/25/18	NO LEAD GAS	Open	1,589.36	0.00		
PEN00040 PENNONI ASSOCIATES INC.								
	18-01414	02/09/18	ENGINEERING FEES JAN 2018	Open	8,143.25	0.00		
PES00010 PEST PROFESSIONALS								
	18-01307	01/18/18	MONTHLY PEST CONTROL	Open	150.00	0.00		
PIT00050 PITNEY BOWES GLOBAL FINANCIAL								
	18-01382	02/05/18	QRTLY INV POSTAGE MACHINE	Open	250.20	0.00		
PSE00010 PSE&G 1								
	18-01391	02/06/18	MNTHLY ELECTRIC BILL	Open	4,988.92	0.00		
	18-01422	02/09/18	MONTHLY ELECTRIC SERVICE	Open	6,507.74	0.00		
					11,496.66			
DEE00010 READY FRESH WATER DIRECT								
	18-01343	01/26/18	MONTHLY BOTTLED WATER	Open	57.89	0.00		
RIG00010 RIGGINS INC.								
	18-01338	01/25/18	DIESEL FUEL	Open	2,008.80	0.00		

February 12, 2018
02:30 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 4

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
RIG00010 RIGGINS INC.			Continued					
	18-01363	02/02/18	DIESEL FUEL 500 GAL@2.5483	Open	<u>3,321.31</u>	0.00		
					5,330.11			
RIT00010 RITE AID PHARMACY								
	18-01332	01/24/18	F. GIUNTA-SCRIPTS (WORK.COMP)	Open	42.99	0.00		
SAM00010 SAM'S CLUB DIRECT								
	18-01359	02/02/18	VARIOUS SUPPLIES	Open	117.58	0.00		
SHU00010 SHUPPER-BRICKLE EQUIPMENT								
	18-01085	11/21/17	ANNUAL HOIST INSPECTION 1/4/18	Open	675.00	0.00		
SMI00020 SMITH JAY								
	18-01331	01/24/18	J. SMITH - SCRIPTS	Open	30.16	0.00		
SOU00030 SOUTH JERSEY GAS								
	18-01333	01/24/18	MONTHLY GAS SERVICE	Open	5,000.17	0.00		
	18-01369	02/02/18	MNTHLY GAS BILL	Open	<u>150.62</u>	0.00		
					5,150.79			
SOU00100 SOUTH JERSEY WELDING SUPPLYINC								
	18-01299	01/12/18	SHOP	Open	69.00	0.00		
STA00125 ST OF NJ ACTIVE HEALTH								
	18-01388	02/06/18	ACTIVE H/C FEB 2018	Open	61,547.23	0.00		
STA00115 ST OF NJ RETIREE HEALTH CARE								
	18-01389	02/06/18	RETIREE H/C FEB 2018	Open	15,786.10	0.00		
SWKTE005 SWK TECHNOLOGIES INC								
	18-01337	01/24/18	ANTI VIRUS/E-MAIL/STORAGE	Open	584.11	0.00		
SEN00000 TARA GERVASI								
	18-01423	02/12/18	T.GERVASI SCRIPTS	Open	145.10	0.00		
TD000030 TD WEALTH MANAGEMENT								
	18-01314	01/19/18	TRUSTEE FEES-NJEIT 2004,2008	Open	7,395.00	0.00		
WAD00010 WADE, LONG & WOOD, LLC								
	18-01411	02/09/18	LEGAL FEES JAN 2018	Open	3,296.87	0.00		
WASTE005 WASTE MANAGEMENT OF NJ								
	18-01362	02/02/18	MNTHLY TRASH REMOVAL FEB 2018	Open	85.52	0.00		
WAT00010 WATER ENVIRONMENT FEDERATION								
	18-01348	01/29/18	MEMBERSHIP DUES RAYMOND J.CARR	Open	172.00	0.00		
WIL00070 WILLIER ELECTRIC MOTOR INC.								
	18-01178	12/20/17	ORR RD	Open	1,242.00	0.00		
WOR00020 WORK'N GEAR								
	18-01342	01/26/18	K.GORE SAFETY SHOES	Open	200.00	0.00		

February 12, 2018
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THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 5

Vendor # Name								
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
SH000010 ZALLIE SUPERMARKETS								
18-01399	02/07/18	EMPLOYEE SCRIPTS	Open	157.17	0.00			
Total Purchase Orders:		74	Total P.O. Line Items:	0	Total List Amount:	158,061.27	Total Void Amount:	0.00

Creation Date	Beneficiary	Amount	Effective Date	Status	Rejection Reason	Payment Type	Payment Method
02/06/2018 09:54:52	PAYROLL	44,577.14	02/06/2018	Bank Confirmed		Transfer	Transfer
02/06/2018 09:54:31	PAYROLL	322.44	02/06/2018	Bank Confirmed		Transfer	Transfer

Creation Date	Beneficiary	Amount	Effective Date	Status
01/18/2018 11:45:50	PAYROLL	40,951.65	01/18/2018	Bank Confirmed
01/18/2018 11:43:51	PAYROLL	304.19	01/18/2018	Bank Confirmed

Creation Date	Beneficiary	Amount	Effective Date	Status	Rt
01/24/2018 11:51:25 PAYROLL		42,908.17	01/24/2018	Bank Confirmed	
01/24/2018 11:50:46 PAYROLL		299.37	01/24/2018	Bank Confirmed	

Creation Date	Beneficiary	Amount	Effective Date	Status
01/31/2018 08:53:08	PAYROLL	39,401.50	01/31/2018	Bank Confirmed
01/31/2018 08:50:13	PAYROLL	301.78	01/31/2018	Bank Confirmed

February 12, 2018
04:07 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/18
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y

Exempt: Y

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
US000040 U.S.P.S. - WINDOW SERVICE							
18-01425	02/12/18	1ST QTR DELINQUENTS	Open	2,538.70	0.00		
Total Purchase Orders:		1	Total P.O. Line Items:	0	Total List Amount:	2,538.70	Total Void Amount: 0.00

February 1, 2018
02:08 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/18
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y

Exempt: Y

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CAM00100 CAMDEN COUNTY OFFICE OF CLERK							
18-01352	02/01/18	COUNTY REGISTRATION-DEEDS	Open	25.00	0.00		
WAD00010 WADE, LONG & WOOD, LLC							
18-01351	02/01/18	LEGAL FEES DECEMBER 2017	Open	4,655.81	0.00		
WIL00080 WILLIS OF NEW JERSEY INC.							
18-01353	02/01/18	2018 JCB LOADER	Open	60.68	0.00		
18-01355	02/01/18	2018 JCB LOADER	Open	303.49	0.00		
				364.17			
Total Purchase Orders:		4	Total P.O. Line Items:	0	Total List Amount:	5,044.98	Total Void Amount: 0.00

P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N
Range: First	to Last	Rcvd: N	Held: N	Aprv: Y
Format: Condensed	First Enc Date Range: First	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	to 02/28/18			Exempt: Y
	Prior Year Only: N			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
DEB00010 PETTY CASH								
	18-01327	01/22/18	PETTY CASH	Open	162.99	0.00		

Total Purchase Orders:	1	Total P.O. Line Items:	0	Total List Amount:	162.99	Total Void Amount:	0.00
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P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N
Range: First	to Last	Rcvd: N	Held: N	Apvr: Y
Format: Condensed	First Enc Date Range: First	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	to 02/28/18 Prior Year Only: N			Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
UN100060 RESERVE ACCOUNT								
	18-01328	01/24/18	REPLENISH POSTAGE METER	Open	2,000.00	0.00		

Total Purchase Orders:	1	Total P.O. Line Items:	0	Total List Amount:	2,000.00	Total Void Amount:	0.00
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January 19, 2018
02:41 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/18
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y

Exempt: Y

Vendor # Name		PO # PO Date Description		Status	Amount	Void Amount	Contract	PO Type
AQU00010 AQUA NEW JERSEY		18-01311 01/18/18 MONTHLY WATER SERVICE		Open	227.87	0.00		
ATL000020 ATLANTIC CITY ELECTRIC		18-01310 01/18/18 MONTHLY ELECTRIC SERVICE		Open	1,935.46	0.00		
PSE00010 PSEG 1		18-01312 01/18/18 MONTHLY ELECTRIC SERVICE		Open	5,656.97	0.00		
SPR00000 SPRINT		18-01317 01/19/18 MNTHLY TELEPHONE LINES DEC17		Open	1,241.30	0.00		
STA00040 STAPLES CREDIT PLAN		18-01308 01/18/18 VARIOUS SUPPLIES		Open	604.24	0.00		
WIL00080 WILLIS OF NEW JERSEY INC.		18-01315 01/19/18 2018 AUTHORITY INSURANCE		Open	16,926.84	0.00		
		18-01316 01/19/18 2018 AUTHORITY INSURANCE		Open	84,634.30	0.00		
					101,561.14			
Total Purchase Orders:		7	Total P.O. Line Items:	0	Total List Amount:	111,226.98	Total Void Amount:	0.00

January 18, 2018
01:29 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/18
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y

Exempt: Y

Vendor # Name		PO # PO Date Description		Status	Amount	Void Amount	Contract	PO Type
GRAND005 GRAND REALTY GROUP LLC		18-01304 01/18/18 APPRASISAL SERVICES (DEPOSIT)		Open	2,000.00	0.00		
Total Purchase Orders:		1	Total P.O. Line Items:	0	Total List Amount:	2,000.00	Total Void Amount:	0.00

Resolution-R-02-18-19

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **RENEWAL & REPLACEMENT ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **RENEWAL & REPLACEMENT ACCOUNT** is a proper cost and has not been paid, also

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

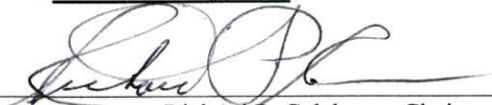
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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As Per Attached: \$14,925.88

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this **15 of February, 2018**


Richard P. Calabrese, Chairman

ATTEST:


Glen Bianchini, Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on **February 15, 2018**

Dated: **February 15, 2018**


Marlene Hrynio, Administrative Secretary

February 1, 2018
02:15 PM

THE GLOUCESTER TOWNSHIP MUA
Check Register By Check Id

Page No: 1

Range of Checking Accts: 03-RENEWREPL to 03-RENEWREPL Range of Check Ids: 1505 to 1505
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1505	02/01/18	WAD00010 WADE, LONG & WOOD, LLC	864.00		523
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	864.00	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	864.00	0.00

February 13, 2018
08:55 AM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

R:R

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: N Held: N Aprv: Y
Format: Condensed First Enc Date Range: First to 02/28/18 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y Prior Year Only: N

Vendor # Name		PO # PO Date Description		Status	Amount	Void Amount	Contract	PO Type
ENV00070 ENVIROSIGHT LLC		18-01346 01/29/18 REPLACE 4" PUSH CAMERA		Open	8,500.00	0.00		
GOD00010 GODWIN/XYLEM DE WATERING		18-01247 01/03/18 REPLACE HOSES FOR EMERGENCY		Open	1,624.88	0.00		
PEN00040 PENNONI ASSOCIATES INC.		18-01408 02/09/18 ENGINEERING SERVICES JAN 2018		Open	3,802.00	0.00		
WAD00010 WADE, LONG & WOOD, LLC		18-01409 02/09/18 LEGAL FEES JAN 2018		Open	135.00	0.00		

Total Purchase Orders: 4 Total P.O. Line Items: 0 Total List Amount: 14,061.88 Total Void Amount: 0.00

Resolution-R-02-18-20

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **PLANS & SPECIFICATIONS ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **PLANS AND SPECIFICATIONS ACCOUNT** is a proper cost and has not been paid, also

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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As Per Attached: \$6,457.25

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this **15 of February, 2018**



Richard P. Calabrese, Chairman

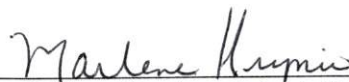
ATTEST:



Glen Bianchini, Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on **February 15, 2018**

Dated: **February 15, 2018**



Marlene Hrynio, Administrative Secretary

February 13, 2018
09:29 AM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P/S

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/18
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y
Exempt: Y

Vendor # Name

PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
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BRI00010 BRICK ENGINEERING LLC

18-01418	02/09/18	ENGINEERING FEES JAN 2018	Open	1,360.00	0.00		
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GTM00000 GTMUA PLANS AND SPECS

18-01320	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	160.00	0.00		
18-01321	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	160.00	0.00		
18-01322	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	160.00	0.00		
18-01323	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	480.00	0.00		
18-01324	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	240.00	0.00		
18-01325	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	240.00	0.00		
18-01326	01/22/18	ESCROW BILLING 9/1/17-12/31/17	Open	960.00	0.00		
				2,400.00			

PEN00040 PENNONI ASSOCIATES INC.

18-01420	02/09/18	ENGINEERING FEES JAN 2018	Open	355.00	0.00		
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WAD00010 WADE, LONG & WOOD, LLC

18-01416	02/09/18	LEAGL FEES JAN 2018	Open	2,058.75	0.00		
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Total Purchase Orders:	10	Total P.O. Line Items:	0	Total List Amount:	6,173.75	Total Void Amount:	0.00
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February 1, 2018
02:17 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: N Held: N Aprv: Y
Format: Condensed First Enc Date Range: First to 02/28/18 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y Prior Year Only: N

Vendor # Name

PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
WAD00010 WADE, LONG & WOOD, LLC							
18-01349	02/01/18	LEGAL FEES DECEMBER 2017	Open	283.50	0.00		

Total Purchase Orders:	1	Total P.O. Line Items:	0	Total List Amount:	283.50	Total Void Amount:	0.00
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RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING COMPLETION OF EMERGENCY REPAIR WORK
FOR A LATERAL REPAIR AT 35 HOLLYOKE ROAD,
BY R.D. ZEULI, INC., IN ACCORDANCE WITH THE EMERGENCY SERVICES
CONTRACT AUTHORIZED BY RESOLUTION R-06-17-66

R-02-18-21

WHEREAS, the Gloucester Township Municipal Utilities Authority (“GTMUA” and/or “Authority”) previously received bids on or about June 7, 2017 for the Emergency Repairs to Wastewater Conveyance System, Mains, Laterals and Supplementary Construction Services (“Emergency Services Contract”); and

WHEREAS, the successful bidder was R.D. Zeuli, Inc. (“Zeuli”); and

WHEREAS, the Authority authorized said contract in order to meet certain unanticipated emergent situations that arise from the day to day operation of a sanitary sewer collection system which is comprised of approximately three hundred (300) miles of sanitary sewer lines as well as fifty four (54) pumping stations, in accordance with the requirements of the Local Public Contract Law; and

WHEREAS, the GTMUA is the owner of a lateral at 35 Hollyoke Road, in the Township of Gloucester; and

WHEREAS, the lateral at 35 Hollyoke Road was damaged and in need of emergency repairs; and

WHEREAS, failure to take immediate and emergent action would have resulted in a health and safety hazard; and

WHEREAS, R.D. Zeuli effectuated the emergency repairs in accordance with its Emergency Services Contract awarded on June 15, 2017; and

NOW, THEREFORE BE IT RESOLVED by the Gloucester Township Municipal Utilities Authority, a body corporate and politic, as follows:


1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. Staff is hereby authorized to process the payment request from R.D. Zeuli, Inc., in the amount of \$5,600.10, for the subject emergency repairs, in accordance with the recommendation of Thomas Lisse, PE, CME, Authority Engineer, dated January 24, 2018.

BE IT FURTHER RESOLVED, that the Gloucester Township Municipal Utilities Authority certifies that funds are available for payment of this repair. The amount to be expended under this resolution shall not exceed \$5,600.10. Funds will be charged against the Renewal & Replacement Fund.

ATTEST:


Glen Bianchini, Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**


Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of February 15, 2018.


Marlene Hrynio, Administrative Secretary

Dated: February 15, 2018

February 13, 2018
08:42 AM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

Page No: 1

P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N
Range: First	to Last	Rcvd: N	Held: N	Aprv: Y
Format: Condensed	First Enc Date Range: First to 02/28/18	Bid: Y	State: Y	Other: Y Exempt: Y
Include Non-Budgeted: Y	Prior Year Only: N			

Vendor # Name

PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
RD000010 R.D. ZEULI INC							
18-01424	02/12/18	EMERGENCY REPAIR- 35 HOLLYOKE	Open	5,600.10	0.00		

Total Purchase Orders:	1	Total P.O. Line Items:	0	Total List Amount:	5,600.10	Total Void Amount:	0.00
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January 24, 2018

GTMUA 17015

Ray Carr, Executive Director
Gloucester Township MUA
401 W. Landing Road
Blackwood, NJ 08021

**RE: Emergency Repair
35 Hollyoke Road**

Dear Ray:

On Wednesday, January 17, 2018, a lateral issue was reported at 35 Hollyoke Road in the Timber-Line section of the Township.

The findings were as follows:

1. The Authority performed an initial investigation to determine the severity of the issue. The Authority identified a break in the orangeburg lateral between the main and the cleanout at a depth of approximately 4 to 9 feet.
2. Due to the nature of the repair, GTMUA's emergency repair contractor R. D. Zeuli, Inc. was contacted, immediately responded and coordinated the repair with the Authority.
3. R.D. Zeuli, Inc. addressed the issue on January 18th by installing a new section of replacement PVC lateral.

The lateral issue was an "emergency" and quick response by the GTMUA and R. D. Zeuli, Inc. protected the health and safety of the public.

Attached is R. D. Zeuli Inc.'s invoice, with appropriate back-up, for the aforementioned work in the amount of \$5,600.10, which I have reviewed and recommend for payment. All work has been completed and accepted.

Please contact me at 856-656-2922 if you have any questions and/or require any additional assistance.

Sincerely,

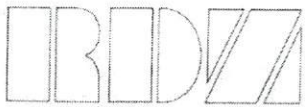
PENNONI ASSOCIATES

A handwritten signature in black ink, appearing to read "Th Lisse".

Thomas Lisse, PE, CME
Authority Engineer

Enclosure

cc: Marlene Hrynio, GTMUA
H. Long, GTMUA Solicitor



856-768-1985
Fax 856-768-0242

R.D. Zeuli, Inc.

Builders - Contractors - Developers

P.O. Box 350 • West Berlin, NJ 08091-0350

January 23, 2018

Mr. Tom Lisse, PE, CME
Pennoni Associates Inc
515 Grove Street, Suite 1B
Haddon Heights, NJ 08035
(f)856-547-9174

Dear Mr. Lisse,

See attached break down for 35 Hollyoke Road, Broken
Lateral.

Total \$5,600.10

If you have any questions or concerns, please do not hesitate
to contact us.

Sincerely,

Steven D. Zeuli

Steven D. Zeuli, President

SDZ:bsc

GTMUA.35 HollyookeRd,Lateral

JEM Paving, LLC

Asphalt ♦ Concrete ♦ Construction

P.O. Box 330 • West Berlin, NJ 08091

Tel 856-768-0300 • Fax 856-768-0305

www.jempaving.com

DATE Thursday 18 2018 2275

START TIME 6:30 AM/PM END TIME 12:30 AM/PM

JOB NAME CTMVA

JOB ADDRESS 35 Hollyoke Rd

JOB DESCRIPTION Backhoe Lateral

EXPORT FROM Varigan HAUL TO Seb

MATERIAL _____ NO. of LOADS _____

QTY. TOTAL _____

EQUIPMENT
MOBILIZATION



OFF ROAD FUEL
GALLONS

NOTES

2 Tons Millings 6. - 12. -

1 Ton Stone 25 25. -

1 4" two way T 9. 9. -

1 4" adapter & Plug 15 15. -

61. -

GTMUA		18-Jan-18			
hollyoke rd					
Item	Description	Unit of measure	Unit	Unit \$	Subtotal
1	Backhoe/(cx75)	per day	1	\$350.00	350
2	321cx145 excavator	per day	0	\$620.00	0
3	303 exc.w/thumb	per day	0	\$300.00	0
4	Skid Steer/CTL	per day	0	\$300.00	0
5	Loader	per day	0	\$345.00	0
6	Dozer D5C	per day	0	\$500.00	0
7	Broom/sweeper	per day	0	\$105.00	0
8	DumpTruck 6 cy	per day	1	\$215.00	215
9	DumpTruck 14 cy	per day	1	\$259.00	259
10	Tractor Trailer	per day	0.5	\$460.00	230
11	UtilityTruck&acc.	per day	0	\$160.00	0
12	Roller	per day	0	\$320.00	0
13	Paver	per day	0	\$1,325.00	0
14	Backhoe	per day	0	\$350.00	0
15	AirComp&acc.	per day	0	\$160.00	0
16	JumpJack	per day	0	\$50.00	0
17	3" pump	per day	0	\$200.00	0
18	trenchbox	per day	0	\$300.00	0
19	Sawcutting	LF	0	\$3.00	0
20	Superintendent	per Hr	1	\$77.00	77
21	Foremen	per Hr	8	\$104.00	832
22	Operator	per Hr	0	\$104.00	0
23	Laborers	per Hr	22.5	\$84.00	1890
24	Truck Driver	per Hr	20	\$84.00	1680
25	Mason/Carp.	per Hr	0	\$80.00	0
Subtotal		L&E			5533
materials					
JEM #2275			61		
Subtotal			61		
OH&Prof(10%)			6.1		
Project		Total	5600.1		

**RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING THE ADVERTISEMENT
FOR THE RECEIPT OF BIDS FOR EMERGENCY GENERATOR MAINTENANCE
AND INSPECTION SERVICES**

02-18-22

WHEREAS, specifications have been completed by Pennoni Associates, Inc. ("Pennoni") for emergency generator maintenance and inspection services on behalf of the Gloucester Township Municipal Utilities Authority ("GTMUA"); and

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority that Pennoni Associates, Inc. and/or representatives of the Authority are authorized to advertise for bids for emergency generator maintenance and inspection services as set forth herein.

ATTEST:



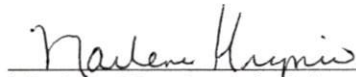
Glen Bianchini, Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**



Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of February 15, 2018.



Marlene Hrynio, Administrative Secretary

Dated: February 15, 2018

**RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AWARDDING CONTRACT TO
LABOR TEAM USA, INC., FOR TEMPORARY LABOR SERVICES**

R-02-18-23

WHEREAS, the Gloucester Township Municipal Utilities Authority ("GTMUA") requested bids for Temporary Labor Services; and

WHEREAS, the GTMUA furnished detailed bid specifications to potential bidders; and

WHEREAS, the bids were received and opened at the offices of the GTMUA on January 25, 2018; and

WHEREAS, only one (1) company submitted a bid for the specified services as follows:

VENDOR

1. Labor Team USA, Inc.

HOURLY RATE

\$16.75 (Laborer)**/\$24.99 (Truck Driver)

**Additional \$0.48 per hour/per man affordable care act surcharge to be added for each laborer, for a total of \$17.23 per hour.

WHEREAS, Labor Team USA, Inc. ("Labor Team") complied with all the essential provisions of the bid specifications; and

WHEREAS, Labor Team USA, Inc., is the lowest qualified bidder; and

WHEREAS, the bid proposal was reviewed and approved as to form by the Solicitor of the GTMUA; and

WHEREAS, funds are available for payment of this Contract.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority, as follows:

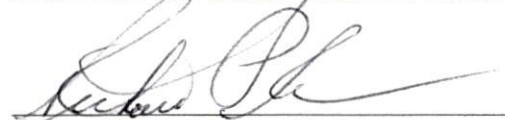
1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Contract for the Temporary Labor Services as set forth herein is awarded to Labor Team USA, Inc.

BE IT FURTHER RESOLVED, that the Gloucester Township Municipal Utilities Authority certifies that funds are available for payment of this repair. The amount to be expended under this resolution shall not exceed \$112,500. Funds will be charged against the Operating Fund.

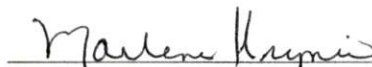
ATTEST:


Glen Bianchini, Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**


Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of February 15, 2018.


Marlene Hrynio, Administrative Secretary

Dated: February 15, 2018

WADE, LONG, WOOD & LONG, LLC

Attorneys at Law

Howard C. Long, Jr.
Leonard J. Wood, Jr.
Daniel H. Long

Christopher F. Long
John A. Moustakas

John D. Wade
OF COUNSEL

January 26, 2018

Raymond J. Carr, Executive Director
Gloucester Township
Municipal Utilities Authority
Landing Road
P.O. Box 216
Glendora, New Jersey 08029

RE: Temporary Labor for the Gloucester Township Grass and Leaf Collection

Dear Mr. Carr:

I. INTRODUCTION

This office has reviewed all documents provided regarding the bid submission for the contract for Temporary Labor for the Gloucester Township Grass and Leaf Collection on behalf of the Gloucester Township Municipal Utilities Authority's ("GTMUA" and/or "Authority"). The GTMUA received one (1) bid for the specified Contract. The sole bid was received on Thursday, January 25, 2018 at 10:00 a.m. as follows:

VENDOR

HOURLY RATE

1. Labor Team USA, Inc.

\$16.75 (Laborer)/\$24.99 (Truck Driver)

Of note, there is an additional \$0.48 per hour/per man affordable care act surcharge to be added for each laborer, for a total of \$17.23 per hour.

II. FACTUAL ANALYSIS

The bid specifications sought bids to obtain prices for the provision of temporary labor to assist in the seasonal operations in which the Authority requires additional manpower. Temporary laborers will be required to arrive "safety equipped" and pick up grass and/or leaves and/or recycling material throughout Gloucester Township and deposit it into a rear loading compactor trash truck or side loading recycle truck.

RE: Temporary Labor for the Gloucester Township Grass and Leaf Collection

The apparent low bid for this contract was submitted by Labor Team USA, Inc. ("Labor Team") with a bid as outlined above. Upon review of the bid submitted by Labor Team, the bid appears to be in the appropriate form from a legal perspective and contained no apparent defects.

III. LEGAL ANALYSIS

The Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. regulates bidding on contracts of public entities in New Jersey. In general, the practice of public bidding is universally recognized and deeply imbedded in the public policy of the State of New Jersey. N.E.R.I. Corp. v. New Jersey Highway Authority, 147 N.J. 223, 236 (1996). There is a prima facie presumption that power and discretion of governmental action in awarding bids on public contracts has been properly exercised. Colonnelli Bros., Inc. v. Village of Ridgefield Park, 284 N.J. Super. 538, 541 (App.Div.1995).

Public bidding statutes are to be construed with sole reference to the public good and rigidly adhered to by courts. Hall Const. Co., Inc. v. New Jersey Sports & Exposition Authority, 295 N.J. Super. 629, 634 (App.Div.1996). Furthermore, public bidding statutes exist for the good of taxpayers, not bidders, and they must always be construed for the public good and to guard against favoritism, improvidence, extravagance, and corruption. Sevell v. New Jersey Highway Authority, 329 N.J. Super. 580, 584 (App.Div.2000).

Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by Resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore. N.J.S.A. 40A:11-4. "*Lowest responsible bidder or vendor*" means the bidder or vendor: (a) whose response to a request for bids offers the lowest price and is responsive; and (b) who is responsible. N.J.S.A. 40A:11-2. The lowest responsible bidder on a public contract must not only be deemed responsible but must submit the lowest bid which conforms to the contract specifications. Matter of Protest of Award of On-Line Games Production & Operation Services Contract, Bid No. 95-X-20175, 279 N.J. Super. 566, 590 (App.Div.1995).

It is firmly established in New Jersey that material conditions contained in bidding specifications may not be waived. Terminal Const. Corp. v. Atlantic Cty. Sewerage Auth., 67 N.J. 403, 409 (1975). A contracting body is generally without discretion to accept a defective bid. Meadowbrook Carting Co. v. Borough of Island Heights, 138 N.J. 307, 314 (1994). However, while material conditions contained in bidding specifications may not be waived, this rule does not apply to minor or inconsequential conditions. Public contracting units may resolve problems arising from such conditions in a sensible or practical way. Terminal Const. Corp., 67 N.J. at 409-11. Materiality of a particular specification is to be determined as a matter of law. Hanover Tp. v. Inter. Fidelity Ins. Co., 122 N.J. Super. 544, 548 (App.Div.1973).

There are two (2) criteria for determining whether a specific non-compliance constitutes a substantial and, hence, non-waivable irregularity: (1) Whether the effect of a waiver would be to deprive the public body of its assurance that the contract will be entered into, performed, and guaranteed according to its specific requirements; and (2) Whether it is of such a nature that its waiver would adversely affect competitive bidding by placing a bidder in a position of advantage over the other bidders

RE: Temporary Labor for the Gloucester Township Grass and Leaf Collection

or by otherwise undermining the necessary common standard of competition. Township of River Vale v. R.J. Longo Constr. Co., 127 N.J. Super. 207, 222 (Law.Div.1974).

The court has provided further guidance as to materiality where an error is "patent and the true intent of the bidder obvious". In such a situation, the Appellate Division has held that such an error may be disregarded by the public agency. The Court held that certain non-compliance (i.e. obvious error) with the bid specifications may be deemed not material and therefore waivable by the public entity. Spina v. Borough of Fairview, 304 N.J. Super. 425, (App. Div. 1997).

The Law requires certain items to be included as material aspects of every bid. The statute reads:

"When required by the bid plans and specifications, the following requirements shall be considered mandatory items to be submitted at the time specified by the contracting unit for the receipt of the bids; the failure to submit any one of the mandatory items shall be deemed a fatal defect that shall render the bid proposal unresponsive and that cannot be cured by the governing body:

- a. A guarantee to accompany the bid pursuant to section 21 of P.L.1971, c.198 (C.40A:11-21);
- b. A certificate from a surety company pursuant to section 22 of P.L.1971, c.198 (C.40A:11-22);
- c. A statement of corporate ownership pursuant to section 1 of P.L.1977, c.33 (C.52:25-24.2);
- d. A listing of subcontractors pursuant to section 16 of P.L.1971, c.198 (C.40A:11-16);
- e. A document provided by the contracting agent in the bid plans, specifications, or bid proposal documents for the bidder to acknowledge the bidder's receipt of any notice or revisions or addenda to the advertisement or bid documents;"

N.J.S.A. 40A:11-23.2.

Finally, a local contracting unit is permitted to reject all bids within a part under certain conditions. N.J.S.A. 40A:11-13.2, provides in pertinent part:

"A local contracting unit can reject all bids for any of the following reasons:

- a. The lowest bid substantially exceeds the cost estimates for the goods or services;

RE: Temporary Labor for the Gloucester Township Grass and Leaf Collection

- b. The lowest bid substantially exceeds the contracting unit's appropriation for the goods or services;
- c. The governing body of the contracting unit decides to abandon the project for provision or performance of the goods or services;
- d. The contracting unit wants to substantially revise the specifications for the goods or services;
- e. The purposes or provisions or both of P.L.1971, c. 198 (C.40A:11-1 et seq.) are being violated;
- f. The governing body of the contracting unit decides to use the State authorized contract pursuant to section 12 of P.L.1971, c. 198 (C.40A:11-12).

N.J.S.A. 40A:11-13.2.

The apparent low bidder for the above mentioned project was Labor Team. As outlined above, upon review of the bid submitted by Labor Team, I did not uncover any defects within the bid.

IV. LABOR TEAM USA, INC.'S BID

My review consisted of an examination of the following documents submitted by Labor Team that the Authority has provided:

- 1. Bid Proposal;
- 2. Disclosure of Investment Activities in Iran Form;
- 3. Certificate of Employee Information Report;
- 4. New Jersey Business Registration Certificate;
- 5. Certificate of Liability Insurance;
- 6. Division of Consumer Affairs Temporary Help Service Certificate;
- 7. Bid Specifications.

The bid submitted by Labor Team is in the appropriate form.

V. CONCLUSION

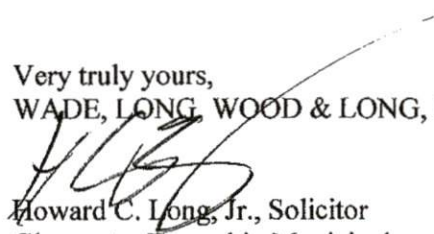
After researching the applicable law, reviewing the contract specifications and documents, and conferring with staff, it is my legal opinion that the bid submitted by Labor Team is in the appropriate form. Accordingly, it is recommended that the contract for Temporary Labor for the Gloucester Township Grass and Leaf Collection be awarded to Labor Team USA, Inc. It is further recommended that a Resolution be placed on the Agenda for an upcoming meeting awarding said Contract subject to staff concurrence and the availability of funds.

If you have any questions or require any further clarification, please do not hesitate to contact me.

Raymond J. Carr, Executive Director
Gloucester Township Municipal Utilities Authority
January 26, 2018
Page 5

RE: Temporary Labor for the Gloucester Township Grass and Leaf Collection

Very truly yours,
WADE, LONG, WOOD & LONG, L.L.C.



Howard C. Long, Jr., Solicitor
Gloucester Township Municipal
Utilities Authority

HCL/cmv

cc: Chairman & Members GTMUA
Marlene Hrynio, Administrative Secretary

**RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR THE
FISCAL YEAR 2018-2019 IN ACCORDANCE WITH NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES**

R-02-18-26

WHEREAS, the Gloucester Township Municipal Utilities Authority, County of Camden and State of New Jersey is required to adopt a Cash Management Plan for the fiscal year 2018-2019 in accordance with the New Jersey Department of Community Affairs, Division of Local Government Services; and

WHEREAS, after due deliberation, the Commissioners have determined that it is appropriate and necessary for the Authority to adopt the Cash Management Plan;

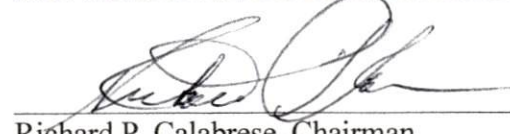
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Gloucester Township Municipal Utilities Authority, County of Camden and State of New Jersey that the Authority be and hereby adopts a Cash Management Plan in accordance with the New Jersey Department of Community Affairs, Division of Local Government Services for the fiscal year 2018-2019 as attached.

ATTEST:



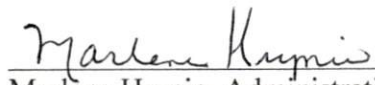
Glen Bianchini, Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**



Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of February 15, 2018.



Marlene Hrynio, Administrative Secretary
Dated: February 15, 2018

**THE GLOUCESTER TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

**CASH MANAGEMENT PLAN
FISCAL YEAR 2018-2019
MARCH 1, 2018 TO FEBRUARY 28, 2019**

Pursuant to the requirement of N.J.S.A 40A:5-14, et., and N.J.A.C 5:31-3.1, the following is the Cash Management plan of the Gloucester Township Municipal Utilities Authority for the fiscal year indicated above:

I. Designated Legal Public Depository

A. The designated legal public depository of the Authority shall be a state or federally chartered bank, savings bank or an association located in the State of New Jersey or a state or federally chartered bank, savings bank or an association located in another state with a branch office in this State, the deposits of which are public funds on deposit and which otherwise qualifies as a "public depository" pursuant to the requirements of the Governmental Unit Deposit Protection Act, N.J.S.A 17:0-41, et seq. TD Bank N.A. and Fulton Bank of N.J. are hereby designated as the legal public depositories of the Authority.

II. Accounts held by Designated Legal Public Depository

A. Revenue Account. There shall be maintained in the designated legal public depository a Revenue Account, the purpose of which is to receive all monies from any source by or on behalf of the Authority. Pursuant to the requirements of N.J.S.A. 40A:5-15, all monies received from any source by or on behalf of the Authority shall, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the Revenue Account. The designated legal public depository shall transfer all funds held in its local Revenue Account to the Revenue Fund held by the Trustee, every Thursday of the month with the exception of 10%.

B. Operating Fund Checking Account. There shall be maintained in the designated legal depository an Operating Fund Account, the purpose of which is to receive all monies which are designated for payment of Operating Costs. The Trustee, on the first working day of each month, by written request of the Administrative Secretary shall deposit the amount requested by requisition into the Operating Fund Checking Account out of the Revenue Trustee Fund to pay the cost of Operating expenses for the month.

C. Plans & Specifications Checking Account. There shall be maintained in one of the designated legal depositories a Plans & Specifications Account, the purpose of which is to receive all monies which are designated for the payment of planning escrow fees. Pursuant to the requirement of N.J.S.A. 40A:5-a5, all monies received by any source by or on behalf of the Authority which are designated for the payment of planning escrow fees shall, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the Plans & Specifications Account. Monies shall pay for costs incurred for inspection, engineering review, legal review or for other services provided to or on behalf of the development for which the escrow fees were paid, in accordance with the rules and regulations of the Authority.

D. Renewal and Replacement Checking Account. There shall be maintained in the designated legal depository a Renewal and Replacement Account, the purpose of which is to receive all monies which are designated for the payment of Capital Projects. The Trustee shall withdraw from the Renewal and Replacement Fund amounts requisitioned by the Authority for, and apply the same to the reasonable and necessary costs of the Authority with respect to the System for major repairs, renewals, replacements or maintenance items of a type not recurring annually or at shorter intervals. The Trustee shall apply such amounts to such costs by transferring the same to the Authority for application thereto. Before any such transfer shall be made, the Authority shall file with the Trustee:

1. Its resolution thereof, stating the amount of such cost and describing in reasonable detail the purpose of such expenditure; and
2. A signed Consulting Engineer's Certificate attached to such requisition stating the purpose of such expenditure and the amount of such expenses.

E. Payroll Checking Account. There shall be maintained in the designated legal public depository a Payroll Account which shall be a sub-account of the Operating Account. Monies shall be transferred from the Operating Account into the Payroll Account on a weekly basis to meet the payroll requirements of the Authority.

F. All accounts maintained in the designated legal depository shall be interest bearing accounts and shall be maintained as business checking accounts in order to obtain the highest interest rate available from the designated legal public depository for demand deposits.

III. Funds Held by the Authority in House

A. Petty Cash Fund The Authority shall maintain a Petty Cash Fund in the office of the Authority. The purpose of the Petty Cash Fund is to pay small miscellaneous expenses of the Authority in cash, as authorized by the Executive Director, Accounts Payable personnel or the Administrative Secretary. The Petty Cash Fund shall not exceed \$200.00 in cash at any one time. A record shall be maintained of all monies withdrawn from the Petty Cash Fund.

B. Accounts Receivable Department The Authority shall maintain cash drawers for each clerk in the Accounts Receivable Department in an amount no greater than \$100.00 after depositing the excess money received each day into the Revenue Account.

IV. Accounts Held by the Designated Trustee/TD Bank N.A.

A. Pursuant to the requirements of the Resolution Authorizing the issuance of Revenue Bonds, adopted April 15, 1993, the Trustee is required to make payments as of the fifteenth days of January, April, July, and October in each Fiscal Year, after reserving in the Revenue Fund the amount estimated (after taking into consideration other monies available or to be available for the Operating Expenses during the first day of each calendar month out of any remaining monies in the Revenue Fund, make payments into the several Funds, but as to each such Fund only within the limitation herein below indicated with respect thereto and only after maximum payment with such limitations into every such Fund previously mentioned in the following tabulation:

1. Into the Debt Service Fund to the extent (if any) needed to Increase the amount in the Debt Service Fund so that it equals a pro rata portion of the Debt Service Requirement for the then-current Fiscal Year.

2. Into the Debt Service Reserve Fund, to the extent (if any) needed to increase the amount in the Debt Service Reserve Fund so that over the course of one (1) calendar year after any draw thereon, it equals the Debt Service Reserve Requirement (defined as the Maximum Annual Debt Service Requirement on outstanding Bonds, including the 1993 Bond, the 2001 NJEIT Loan, the 2004 NJEIT Loan, the 2008 NJEIT Loan, 2010 NJEIT Loan and 2017 NJEIT Loan), through equal monthly repayments; any repayment of amounts required by this requirement shall be credited to the remaining installment requirements in reverse order thereof.

3. Into the Renewal and Replacement Fund, held in the fund for the other purposes thereof hereinafter set forth.

B. Special Instructions to Trustee:

1. On a monthly basis, the Trustee shall transfer the amount requisitioned by the Authority's Administrative Secretary to pay operating expenses for the month into the Authority's Operating Account maintained in the designated legal public depository.

2. On a monthly basis, the Trustee shall transfer the amount requisitioned by the Authority's Consulting Engineer to pay expenses for the previous month into the Renewal and Replacement Checking Account maintained in the designated legal public depository.

V. Investments of Revenue Account, Debt Service Fund, Debt Service Reserve and Renewal & Replacement Amounts

A. Amounts held within the Revenue Account, Debt Service Fund, Debt Service Reserve and Renewal and Replacement shall be subject to investment.

VI. Check Cashing Prohibited

A. The Authority shall not engage in the practice of cashing checks with public funds.

VII. Approval, Amendment and Administration of Plan

A. The cash management plan shall be approved annually by majority vote of the Authority and may be modified from time to time in order to reflect changes in federal or state law regulations, or in the designations of depositories, fund or investment instruments or the authorization for investments. The Executive Director or Administrative Secretary, shall be charged with administering the plan. The person so charged with administering the plan shall consult with the Authority Solicitor, Consulting Engineer, Auditor and Investment Broker from time to time to insure the proper administration of the plan.

B. The person charged with administering the plan shall deposit or invest the monies of the Authority as designated or authorized by the cash management plan and shall thereafter, be relieved of any liability for loss of such

monies due to the insolvency or closing of any depository designated by or the decrease in value of any investments authorized by the cash management plan.

VIII. Investment Broker

A. Pursuant to the requirements of N.J.S.A. 40A:5-15-1.d. any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool or the State of New Jersey Cash Management Fund, shall be purchased and redeemed only through the use of a national or state bank located within this State or through a broker-dealer which at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to N.J.S.A.49:3-56 and the Gloucester Township Municipal Utilities Authority 1993 Bond Resolution Article V, Section 5.01 and Section 5.02 has at least \$75 million in capital stock, surplus reserves for contingencies and undivided profits, or through a securities dealer who make primary markets in U.S. Government Securities and reports daily to the Federal Reserve Bank of New York its position and borrowing on such U.S. Government Securities. TD Bank, N.A., Corporate Trust Services, 1006 Astoria Blvd., Cherry Hill, New Jersey 08034 is hereby designated as Investment Broker for the Authority.

B. The Authority authorizes the Investment Broker to act for and on behalf of the Authority and to use monies which the Authority may have on hand for investment purposes in the Debt Reserve Fund, and Renewal and Replacement Fund to purchase only the types of securities such as Government Securities, Repurchase agreements, and investment pools which are authorized by law and the 1993 Bond Resolution to be purchased by the Authority and which, if suitable for registry, shall be registered in the name of the Gloucester Township Municipal Utilities Authority. The Investment Broker shall be guided by the investment policies of this cash management plan and the 1993 Bond Resolution but shall otherwise use its best professional judgment in making investment decisions.

IX. Payment of bills by the Authority

A. The Authority shall not pay out any of its monies:

1. Unless the person claiming or receiving the same shall first present a detailed bill of items or demand, specifying particularly how the bill or demand is made up, with the certification of the party claiming payment that it is correct,

2. And unless it carries a certification of some supervisory

personnel of the Authority having knowledge of the facts that the goods have been received by, or the services rendered to, the Authority.

3. Provide for and authorize payment of advances to officers and employees of the Authority toward their expenses for authorized official travel and incidental expenses, in a manner consistent with N.J.S.A. 40A:5-16-1;

X. Collection of Gross Revenues

A. The Authority shall do all acts and things necessary and reasonably possible to entitle it to receive and enforce payment of Services Charges , Connection Fees and Annual Charges and collect Gross Revenues with respect to the System at all times.

XI. Solid Waste

A. All monies collected under the Solid Waste Program are to be deposited within 48 hours of receipt into the Revenue Account.

B. All NJ State Sales Tax collected for sale of compost is paid quarterly.

XII. Auditor

A. The Cash Management Plan is subject to an annual Audit by the Authority' s appointed auditor.