

DECEMBER 18, 2018

Public comments will be permitted for those specific resolutions to be removed from consent approval.

Please read the synopsis of the resolutions, which have been prepared by the Authority's Staff. Each is informative and self-explanatory. However, if you wish to address a specific resolution, the Board will entertain questions on it.

RESOLUTIONS

Executive Session Resolution #12E-18

1. Resolution Adopting 2019 Authority Budget - **#58-18**
2. Resolution authorizing transfer funds of \$1,320,162.73 from the Authority's General Fund to Renewal & Replacement Account as provided for in the Authority's adopted 2019 budget - **#59-18**
3. Resolution approving Non-Union salary increase for 2019 - **#60-18**
4. Resolution to Appoint an Affirmative Action Officer for 2019 - **#61-18**
5. Resolution awarding a contract with ADP Inc. for payroll processing services for the sum of not to exceed \$10,500 for 2019 - **#62-18**

APPROVAL FOR PAYMENTS

1. By Motion and "O&M Resolution", there is an Operating Fund Payment in the total amount of **\$569,645.45**

LINDEN ROSELLE SEWERAGE AUTHORITY

RESOLUTION #12E-18

EXECUTIVE SESSION

WHEREAS, THE Linden Roselle Sewerage Authority has determined at a meeting of December 18, 2018 to which the public is admitted, that it is necessary to **exclude the public** from a portion of that said meeting for the following reasons;

The Authority will discuss:

**Personnel Matters
and
Any other matters as may come before the Members**

NOW, THEREFORE BE IT RESOLVED, that this meeting be closed to the public until such discussion will be made available to the public within thirty (30) days, unless it is determined by the Authority that disclosure of those Minutes would defeat the intent and purpose of N.J.S.A. 10:14-12(b).

I certify the foregoing to be a true copy of a Resolution adopted by the Linden Roselle Sewerage Authority at a meeting held on December 18, 2018.


Derek Armstead, Secretary

2019 ADOPTED BUDGET RESOLUTION #58 LINDEN ROSELLE SEWERAGE AUTHORITY

FISCAL YEAR: **FROM:** January 1, 2019 **TO:** December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Linden Roselle Sewerage Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Linden Roselle Sewerage Authority at its open public meeting of December 18, 2018; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$10,644,841, Total Appropriations, including any Accumulated Deficit, if any, of \$10,847,241 and Total Unrestricted Net Position utilized of \$202,400; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$8,531,400 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Linden Roselle Sewerage Authority, at an open public meeting held on December 18, 2018 that the Annual Budget and Capital Budget/Program of the Linden Roselle Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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



December 18, 2018

(Secretary's Signature)

Governing Body Member:	Aye	Recorded Vote		
		Nay	Abstain	Absent
George R. Vircik	✓			
Jamel C. Holley				—
Derek Armstead	✓			
Edward Mikolajczyk	✓			
Reginald Atkins				—
Ralph Strano	✓			

2019 ADOPTION CERTIFICATION

Linden Roselle Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan 1, 2019 TO: Dec 31, 2019

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Linden Roselle Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 18 day of, December, 2018.

Officer's Signature:	<i>George R. Vircik</i>		
Name:	George R. Vircik		
Title:	Chairman		
Address:	5005 South Wood Avenue Linden, New Jersey 07036		
Phone Number:	908-862-7100	Fax Number:	908-474-8685
E-mail address	gvircik@linden-nj.org		

LINDEN ROSELLE SEWERAGE AUTHORITY

RESOLUTION #59-18

**AUTHORIZING THE TRANSFER OF FUNDS TO RENEWAL AND
REPLACEMENT ACCOUNT**

WHEREAS, the Executive Director and Financial Manager of the Linden Roselle Sewerage Authority have advised and recommended that the sum of \$1,320,162.73 be transferred from the Authority's General Fund #2574000645 to its Renewal and Replacement Fund #2574000681 as provided for in the Authority's adopted 2019 budget; and

NOW THEREFORE, BE IT RESOLVED, that the Trustee, U.S. Bank is authorized and instructed to transfer the sum of \$1,320,162.73 from the Linden Roselle Sewerage Authority's General Fund to its Renewal and Replacement Fund.

I certify that the foregoing is a true copy of a Resolution adopted by the Linden Roselle Sewerage Authority at a meeting held on December 18, 2018.


Derek Armstead, Secretary

CAPITAL IMPROVEMENTS PROJECTS PROPOSED FOR I-BANK FUNDING

Project	Services Needed	Estimated Cost
Thickening Facilities Upgrade	Engineering: Study/Planning & Design & Bid	\$297,000
Flood Mitigation Improvements	Engineering: Study/Planning & Design & Bid	\$460,000
Bar Screen/Screening Improvements	Engineering: Study/Planning & Design & Bid	\$145,275
Building Restoration Phase V	Engineering: Design & Bid/Construction Mgt. Construction: Contract to be awarded 1 st quarter 2019	\$417,887.73
	TOTAL ESTIMATED COSTS	\$1,320,162.73

Balance of General Fund	\$ 3,169,412.34
Funds to Be Transferred from General Fund to R&R	-\$ 1,320,162.73
New Balance of General Fund	\$ 1,849,249.61
Renewal and Replacement Balance a/o \$11/30/18	\$ 548,821.63
Funds to be Transferred to R&R from General Fund	+\$ 1,320,162.73
New Balance of R&R	\$ 1,868,984.36

LINDEN ROSELLE SEWERAGE AUTHORITY

RESOLUTION #60-18

AUTHORIZING 2019 SALARY INCREASES FOR NON-UNION EMPLOYEES

WHEREAS, the Linden Roselle Sewerage Authority has evaluated the Authority's non-union personnel wages and salaries and has recommended that, all non-union personnel shall receive a general increase of all such salaries in the amount of 2.5% for the 2019 year; and

WHEREAS, the Linden Roselle Sewerage Authority has evaluated the Authority's Managers and determined that the Managers shall receive a general increase of 2.5% for the 2019 year; and

WHEREAS, the Members of the Authority have reviewed and agree with said recommendation.

NOW, THEREFORE BE IT RESOLVED, by the Linden Roselle Sewerage Authority that:

1. All non-union employees of the Linden Roselle Sewerage Authority be paid an annual salary increase in the amount 2.5%, effective January 1, 2019; and
2. All Managers of the Linden Roselle Sewerage Authority be paid an annual salary increase in the amount of 2.5%, effective January 1, 2019; and

I certify that the foregoing Resolution is a true and exact copy of the Resolution adopted at the meeting held on December 18, 2018.


Derek Armstead, Secretary

LINDEN ROSELLE SEWERAGE AUTHORITY

RESOLUTION #61-18

DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, in accordance with N.J.A.C. 17:27-3.5 a public agency must annually designate an officer or employee to serve as its Public Agency Compliance Officer; and

WHEREAS, the Public Agency Compliance Officer is responsible for assuring that no public contract may be awarded nor any monies paid until the contractor has agreed to contract performance which complies with an approved Affirmative Action Plan; and

WHEREAS, a copy of this resolution shall be sent to the Division of Public Contracts Equal Employment Opportunity Compliance; and

NOW THEREFORE BE IT RESOLVED, that Mary Richers is hereby designated by the Linden Roselle Sewerage Authority as the Public Agency Compliance Officer for the year 2019.

I certify the foregoing to be a true copy of a Resolution adopted by the Linden Roselle Sewerage Authority at a meeting held on December 18, 2018.


Derek Armstead, Secretary

LINDEN ROSELLE SEWERAGE AUTHORITY

RESOLUTION #62

**AUTHORIZING THE AWARD OF A CONTRACT FOR THIRD PARTY
PAYROLL DISBURSEMENT**

WHEREAS, there exists a need by the Linden Roselle Sewerage Authority for the services of a vendor to provide third party payroll disbursement processing services for 2019; and

WHEREAS, after a solicitation of quotes it has been determined that the selection of Automatic Data Processing Services, Inc. (ADP) to provide these services for a contract amount of not to exceed \$10,500.00, is in the best interest of the Authority; and

WHEREAS, the Certifying Finance Officer has certified that there are sufficient funds available in the Authority's 2019 budget for said contract in Account No. 01-100-7540 (Payroll Services) as evidenced by the Certification of Funds attached; and

NOW THEREFORE, BE IT RESOLVED, that the Executive Director is authorized and directed to execute a contract with ADP Inc. for payroll processing services for the sum of not to exceed \$10,500.00 for the year 2019.

I certify that the foregoing is a true copy of a Resolution adopted by the Linden Roselle Sewerage Authority at a meeting held on December 18, 2018.


Derek Armstead, Secretary

LINDEN ROSELLE SEWERAGE AUTHORITY

CERTIFICATION OF FUNDS

I certify that sufficient funds are available in the Linden Roselle Sewerage Authority's 2019 Budget (Account No. 01-100-7540 "Payroll Services") for payroll processing services with Automatic Data Processing Services, Inc. (ADP) in the sum of not to exceed \$10,500.00

DATED: December 18, 2018



David G. Brown, II
Certifying Finance Officer