

DISCLAIMER

THIS IS AN UNOFFICIAL DOCUMENT UNTIL APPROVED BY GOVERNING BODY

AGENDA:

MAYOR AND BOROUGH COUNCIL

BUSINESS (X)

MEETING NO. 21

REGULAR ()

DATE: 9/23/13

7:00 P.M.

SPECIAL ()

ROLL CALL:	Mayor Krenzel	()			Atty: _____
	Clm. Guindi	()	Clm. Jones	()	Eng: _____
	Clm. Haussermann	()	Clm. Roselli	()	Adm: _____
	Clm. Hutchison	()	Clm. Vaughn	()	: _____

Public Announcement - Chapter 231, P. L. 1975

PUBLIC COMMENTS (agenda items only)

MINUTES

Minutes of Meeting No. 20 held on September 9, 2013

REPORTS

1. CFO/Treasurer
2. Professional staff
3. Departments

LICENSES

Mobile Retail Food Establishment – Magic Truck Ice Cream (Attachment A)

NEW BUSINESS

- Refund of electric consumer deposits (Attachment B)
- Authorize CME Engineering Services – Improvements to Raymond Place (Attachment C)
- Authorize Dept. of Community Affairs Post-Sandy Planning Assistance Grant Application (Attachment D)
- Approve Mercantile license Magic Truck Ice Cream (Attachment E)
- Generators - DPW (Attachment F)
- Best Practice Inventory (Attachment G)
- Water and Electrical Connections (Attachment H)
- 14 Jackson St. – Request refund of utility deposit (Attachment I)
- Solar Panels (Attachment J)

UNFINISHED BUSINESS

- Human Services Building Renovations Bid (Attachment K)
- Approve Change Order – Radio Communications Project - Motorola Solutions c/o Pinnacle Wireless
- Authorize CME Engineering Services – Preparation of NJDOT Trust Fund 2014 Grant Application (Attachment L)
- DPW Replacements
- K of C property rental
- Amend Ch. 255 - Peddling and Soliciting

COUNCIL COMMENTS

EXECUTIVE SESSION

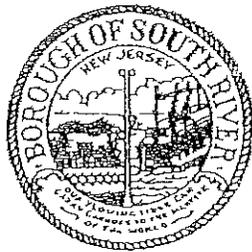
- Personnel
- Litigation

ADJOURNMENT

A

\$ 100 App
50 permit

BOROUGH OF SOUTH RIVER
MIDDLESEX COUNTY
NEW JERSEY
AUG 20 8 2013 1247



**BOROUGH APPLICATION FOR LICENSE REGULATING
MOBILE RETAIL FOOD ESTABLISHMENTS
(Ord. 2009-48)**

ALL LICENSES SHALL EXPIRE ON DECEMBER 31 OF THE YEAR IN WHICH ISSUED

The undersigned hereby makes application for a license under the above entitled ordinance and makes the following representations:

- Name under which business is to be conducted:
MARYERI A. Di Giorgi - IRWIN
- Applicant's name (if corporation, give names and addresses of president and secretary; if a partnership, give names and addresses of all partners)
MARYERI A. Di Giorgi - IRWIN 113 Old Bridge Tpke.
EAST BRUNSWICK NJ 08816
- Present residence address and address of business if different
SAME
- Residence over the past five years (if individual)
SAME
- Home Telephone Number: _____ Cell Number: 732-619-8285
Business Number: _____
- Location or route within the Borough where the business is to be conducted.
On street of South River
- Addresses and municipalities in which the business has operated for the past five years

- Nature of business:
ICE CREAM TRUCK

Submit with Application to Clerks Office:
\$100.00 Application Fee
\$ 50.00 Permit Fee
Upon submission of application to Clerk's Office
Copy of Application, Receipt and \$18.00
Money Order made payable to Division of
State Police SBI are to be taken to SRPD

B

Request for Council Action

Date: 9/19/13

Resolution: ✓

Ordinance: _____

Other Reason for Request (Attach Back-up)

UTILITY REFUNDS

Funds Appropriated: yes no not applicable



Raul Duda
Department Head



Approval/Disapproval Administrator

RESOLUTION

WHEREAS, the official utility records of the Borough of South River, New Jersey show certain refunds which include electric, water and consumer deposits (CD); and

WHEREAS, the Collector of Utility Revenue recommends that the following refunds should be made to the consumer noted herein below listed; and

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of South River that the Collector of Utility Revenue is hereby authorized to make the following refunds and adjustments indicated below and any attached list.

<u>ACCOUNT #</u>	<u>PAYABLE TO:</u>	<u>AMOUNT OF CHECK</u>
65-999-000-056 CD	CAITLIN AMENT 83 THIRD AVE LITTLE FALLS, NJ 07424	\$306.22
65-999-951-292 CD	BRENDA BRAKER P O BOX 70271 NORTH CHARLESTON, SC 29415	\$31.31
65-999-857-451 CD	WILLIAM BUFORD 21 STANTON ST APT 4 SOUTH RIVER, NJ 08882	\$180.35
65-999-000-153 CD	ADAM & CLAIRE CVETKOWSKI 1413 NOREEN DR BURLINGTON, NJ 08016	\$297.05
65-999-891-452 CD	DINA DOLINSKAYA 13 ALBOURNE ST SOUTH RIVER, NJ 08882	\$142.76
65-999-899-306 CD	YAROSLAV FOK 15 JEFFRIE AVE APT 2 SOUTH RIVER, NJ 08882	\$22.61
65-999-866-889 CD	TAMARA GRIEBELL 50 WILLETT AVE APT 14B SOUTH RIVER, NJ 08882	\$100.90
65-999-891-551 CD	ALVARO GUTIERREZ 71 ALBERT ST WOODBIDGE, NJ 07095	\$131.98
65-999-000-130 CD	SCOTT HATHAWAY 4 CEDAR LANE MILLTOWN, NJ 08850	\$255.22
65-999-000-076 CD	TAWANA HOWARD 110 BERCKMAN ST PLAINFIELD, NJ 07062	\$52.14

65-999-876-547	CD	ROSE JANICKI 12 HIGH ST SOUTH RIVER, NJ 08882	\$78.42
65-999-000-132	CD	DEBORAH KRACSUN 9310 QUEENS BLVD REGO PARK, NY 11374	\$119.24
65-999-858-969	CD	IMARA LOPEZ 4 SUMMIT RD APT G5B SOUTH RIVER, NJ 08882	\$224.65
65-999-991-728	CD	SONIA PAQUET 54 WINDING WOOD DR APT 1A SAYREVILLE, NJ 08872	\$41.79
65-999-861-609	CD	EUGENIA MORIAS 25758 N 165 TH LANE SURPRISE, AZ 85387	\$199.73
65-999-874-083	CD	ROBIN MOSELY & DELILAH HODGES 111 LEONARDINE AVE H5A SOUTH RIVER, NJ 08882	\$66.49
65-999-881-453	CD	NICOLE PIE RIVERVIEW DR G8 SOUTH RIVER, NJ 08882	\$14.86
65-999-860-751	CD	MAURYN RIVERA	\$302.84
65-999-860-751	ELEC CURRENT	8 RAMELLA AVE MOONACHIE, NJ 07074	\$66.17
65-999-000-082	CD	MELISSA ROMANUS	\$228.76
66-999-000-011	WTR CURRENT	8 EAGLE DR BAYVILLE, NJ 08721	\$53.49
65-999-000-792	ELEC CURRENT	ROY WEIN 50 SHOSHONE ST OLD BRIDGE, NJ 08857	\$13.90

/s/ _____
Councilmember

/s/ _____
Councilmember

C



JOHN H. ALLGAIER, 1983-01
DAVID J. SAMUEL, P.E., P.P.
JOHN J. STEFANI, P.E., L.S., P.P.
JAY B. CORNELL, P.E., P.P.
MICHAEL J. McCLELLAND, P.E., P.P.
GREGORY R. VALES, P.E., P.P.

TIMOTHY W. GILLEN, P.E., P.P.
BRUCE M. KOCH, P.E., P.P.
LOUIS J. PLOSKONKA, P.E.
TREVOR J. TAYLOR, P.E., P.P.
BEHRAM TURAN, P.E.

September 3, 2013

Borough of South River
48 Washington Street
South River, NJ 08882

Attn: Fred Carr, Borough Administrator

**Re: FY 2013 N.J. DOT Trust Fund Grant Application
MA-2013-South River Borough-00138
Improvements to Kamm Avenue Phase 3,
Improvements to Raymond Place and the
2013 Residential Curb and Sidewalk Project
South River, New Jersey
Our File No.: PSR00638.01/PSR00541.01**

Dear Mr. Carr:

It is our understanding the Borough would like to include the improvements to Raymond Place in with the Kamm Avenue – Phase 3 and the 2013 Residential Curb and Sidewalk Projects. We have reviewed the required work to Raymond Place and estimate it will cost approximately \$65,000.00

We respectfully submit the following Professional Engineering and Land Surveying Services cost estimates for the various tasks of the above referenced project.

- Survey Phase Services for establishing the Southerly limit of Raymond Place and for the handicap ramp designs. \$ 2,640.00
- Design Phase Services \$ 5,200.00
- Construction Administration Services \$ 5,850.00
- \$13,690.00

Depending upon the variation in construction materials and oil prices, the project construction costs may increase or decrease.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

Bruce M. Koch, P.E., P.P., C.M.E.
Borough Engineer's Office

BMK/sm

cc: Mayor John Krenzel
All Council Members
Borough Clerk
Borough Attorney
Chief Financial Officer
Director of Public Works





[Home](#) [Newsroom](#) [Media](#) [Administration](#) [NJ's Priorities](#) [Contact Us](#)

[Press Releases](#) [Public Addresses](#) [Executive Orders](#) [Press Kit](#) [Reports](#)

[Home](#) > [Newsroom](#) > [Press Releases](#) > 2013

Christie Administration Announces Post-Sandy Planning Assistance Grant Program

Tuesday, June 18, 2013 Tags: [Other](#)

\$5 Million Available for Communities Affected by Superstorm Sandy

Trenton, NJ – To further help the revitalization of Superstorm Sandy-impacted communities, the New Jersey Department of Community Affairs (DCA) today announced the \$5 million allocation of Community Development Block Grant (CDBG) Disaster Recovery funds for the Post Sandy Planning Assistance Grant Program. This grant program is available for counties and municipalities to hire licensed planners to assist in formulating long-term rebuilding efforts in the aftermath of Superstorm Sandy.

"Many of our state's most impacted communities now face the challenge of developing rebuilding plans that address the myriad of issues produced by the storm," said DCA Commissioner Richard E. Constable, III. "In providing counties and municipalities with the means to hire licensed planners, these local governments will be better able to guide their rebuilding efforts to promote resilience and encourage economic growth."

The grant program is available for local governments in the nine most impacted counties (Atlantic, Bergen, Cape May, Essex, Hudson, Middlesex, Monmouth, Ocean and Union). The purpose of the grants is to help local governments address conditions that were created or exacerbated by Superstorm Sandy, identify approaches to rebuilding that will be more resistant to damage from future storm events, and encourage sustainable economic growth. The program, which is administered by the DCA's Office of Local Planning Services (LPS), includes nine grant opportunities ranging from \$5,000 to \$ 50,000.

All applicants must complete a practical Strategic Recovery Planning Report. Those who have not done so should apply for a grant to create a Strategic Recovery Planning Report before applying for other grant activities. Local government entities may file joint applications when planning grant activities are regional in nature. The LPS staff of planners, who are licensed by the American Institute of Certified Planners and the New Jersey Board of Professional Planners, will conduct grant application reviews. Once a grant is awarded, all funded projects must be overseen by a licensed planner. An LPS staff member can also provide on-site assistance free of charge. Applications are accepted on a first-come first-served basis. Applicants are asked to submit a non-binding notice of intent to apply before June 19th. There will be a pre-application information session at 2:00 p.m. on June 26 at the DCA office in Trenton. The registration deadline to attend the session is June 24 and residents interested in attending the information session can find registration information online [here](#).

St
St
LI
WI

The DCA's Office of Local Planning Services provides local planning services that create partnerships with communities to develop cost-effective strategies and solutions for the successful achievement of local land use and planning goals. Its professional, multidisciplinary staff offers general land use planning and special project planning services at no cost to local governments.

For more information on the DCA's Office of Local Planning Services please visit

<http://www.state.nj.us/dca/services/lps/>.

###

Press Contact:
Michael Drewniak
Colin Reed
609-777-2600

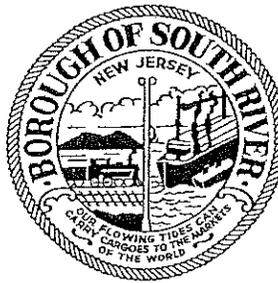


[Contact Us](#) | [Privacy Notice](#) | [Legal Statement & Disclaim](#)

Statewide: [NJ Home](#) | [Services A to Z](#) | [Departments/Agencies](#) | [FAQs](#)
Office of the Governor: [Home](#) | [Newsroom](#) | [Media](#) | [Administration](#) | [NJ's Priorities](#) | [Contact Us](#)

Copyright © State of New Jersey, 1996-2013
Office of the Governor
PO Box 001
Trenton, NJ 08625
609-292-6000

RECEIVED E



BOROUGH OF SOUTH RIVER
48 WASHINGTON STREET
SOUTH RIVER, NJ 08882
PHONE 732-257-1999
FAX 732-613-6105

AUG 26 2013

BOROUGH CLERK

APPLICATION FOR MERCANTILE LICENSE

FEES:
\$50.00 NEW
\$25.00 Transfer

NAME OF BUSINESS Magic Truck Ice Cream

PROPOSED LOCATION on street of South River

BLOCK# _____ LOT# _____

BUSINESS TELEPHONE _____

NATURE OF BUSINESS (Describe Operation)

ICE CREAM TRUCK

APPLICANT INFORMATION

NAME MARYERI A. DiGiorgi-IRWIN

HOME ADDRESS 113 Old Bridge Tpke.

CITY, STATE, ZIP East Brunswick NJ 08816

TELEPHONE# HOME _____ CELL 732-619-8285

DATE OF BIRTH _____ SOCIAL SECURITY # _____

DRIVER'S LICENSE# _____

ATTACH A COPY OF YOUR DRIVERS LICENSE - Address on your identification must match the address on this application.

PROPOSED BUSINESS AT THIS LOCATION:

NUMBER OF EMPLOYEES 1

DAYS AND HOURS OF OPERATION Monday - Sunday 4:00pm - 9:00pm

SQ. FOOTAGE OF AREA TO BE OCCUPIED _____

OFF STREET PARKING SPACES AVAILABLE TO SPACE BEING OCCUPIED # _____

DOES OPERATION INVOLVE USE OR STORAGE OF FLAMMABLE/COMBUSTIBLE OR HAZARDOUS MATERIALS _____ YES NO IF YES, SUPPLY QUANTITIES AND MSDS SHEETS ON PRODUCTS INVOLVED (ATTACH TO APPLICATION)

BOROUGH USE ONLY:

REFERRAL DATE _____

	DEPARTMENT	APPROVAL/DENIAL	SIGNATURE	DATE
	Zoning/Building	OK	GL	8/27/13
	Police	OK	DL	9/10/13
	Fire Prevention	OK	AL	9/11/13
	Health	OK	EG	9/14/13

EMD LIC. (OU) TD.

NAME MAGIC TRUCK
ICE CREAM

PREVIOUS BUSINESS AT THIS LOCATION:

DESCRIBE OPERATION OF PREVIOUS BUSINESS

NONE

NUMBER OF EMPLOYEES AT PREVIOUS BUSINESS _____ PARKING SPOTS _____

IF CORPORATION: The information below is required for each officer and each stockholder owning 10% or more of the stock. List the name, address and phone number of each registered agent:

NAME _____ NAME _____

ADDRESS _____ ADDRESS _____

PHONE # _____ PHONE # _____

NAME, ADDRESS AND PHONE OF ATTORNEY (IF ANY):

PLEASE ANSWER THE FOLLOWING:

Applicant(s) ever been denied a license to conduct a business ___ YES NO
If YES, describe in detail. (Date, business, location)

Applicant(s) ever been arrested or convicted of a crime, or violation of any municipal ordinance in the Borough of South River or any other municipality, other than traffic offenses?
 YES NO

Is applicant currently the subject of any outstanding warrants? ___ YES NO

If YES to the above, set forth the date and place of the offense, nature of the offense and the punishment or penalty imposed. (Date, location, disposition)

The undersigned makes these statements above to induce the Borough of South River to issue the license herein applied for and agrees to comply with all laws and ordinances of the Borough applicable to the subject business above referred to. I certify the information contained in this application is true and correct.

x [Signature]
Applicant Signature

08/26/13
Date

F

Patricia Oconnor

From: Frederick Carr
Sent: Tuesday, September 10, 2013 1:58 PM
To: Patricia Oconnor
Subject: FW: Generators at DPW

Add as part of the new business under generators on 23 September

Thanks

Frederick C. Carr
Borough Administrator
Borough of South River
48 Washington Street
South River, NJ 08882
(732) 257 - 1999 ext. 120
(848) 992 - 6357 (Cell)

WARNING: Email received by or sent to Borough officials is subject to the Open Public Records Act [OPRA]. This means that absent some specific privilege, all such communications are considered a public record and are subject to publication and/or dissemination to the public upon request.

From: Frederick Carr
Sent: Tuesday, March 26, 2013 1:52 PM
To: 'tjnpe11@cs.com'; Debbie Jones; James Jones; Jim Hutchison; 'Jim Nolan'; John Krenzel; Matthew Vaughn; Patricia Oconnor; Peter Guindi; Shawn Haussermann; Tom Roselli
Subject: Generators at DPW

Dear Mayor and Council,

As part of the Letter of Intent, submitted to NJOEM thru Middlesex County as part of the Hazard Mitigation Planning Grant Program, the Borough did an analysis of the generator needs of our critical functions and locations.

The analysis was performed by Tom Noto and his recommendations were incorporated into the letter of intent submitted on 8 February 2013 in order to meet the application deadlines.

Tom Noto strongly felt that DPW at 9 Ivan Way needed a 1.0 Megawatt generator priced out at \$625,000. This generator will be used for the water plant, pumps, DPW building, OEM, gas pumps and maintenance garage.

We have placed the possible location of the generator in a position to best shield the public from the noise of the generator by placing it on the back side.

Estimated project costs of \$650,000 included cost for equipment, construction, and engineering. The equipment includes estimates of concrete pads/foundations, rigging, electrical connections testing and startup. Engineering includes estimates of electrical design, structural design, drawing specifications, bid documents, and construction management. Cost was listed as a lump sum for planning/grant submission purposes.

9/11/2013

Thanks

Frederick C. Carr
Borough Administrator
Borough of South River
48 Washington Street
South River, NJ 08882
(732) 257 - 1999 ext. 120
(848) 992 - 6357 (Cell)

G

Patricia Oconnor

From: Joe Zanga
Sent: Tuesday, September 17, 2013 12:48 PM
To: Patricia Oconnor
Subject: FW: 2013 best Practices Inventory
Attachments: 2013 Best Practices Inventory.pdf

From: Joe Zanga
Sent: Monday, September 16, 2013 11:32 AM
To: John Krenzel; Matthew Vaughn; Tom Roselli; Jim Hutchison; Peter Guindj; Shawn Haussermann; James Jones
Cc: Frederick Carr; Debbie Jones
Subject: 2013 best Practices Inventory

All:

Attached is the 2013 Best Practices Inventory which requires the governing body's acknowledgement at the 9/23 meeting.

Please contact me if there are any questions.

Thank you

Joseph Zanga
Chief Financial Officer
Borough of South River
732-257-1999 ext. 112

9/17/2013

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

Please see Color Key at bottom of sheet for limits on answers

1223	Question	Comments
Answer	General Management - G/M	
Yes	<p>Sharing services has been promoted for many years as a means to control costs. In addition to sharing resources such as labor, facilities and equipment with a county or with neighboring communities, shared services include similar agreements with school boards, independent authorities and fire districts. Shared services do not include cooperative purchasing, cooperative pricing or commodity resale agreements. Did your municipality actively negotiate (i.e. meet with representatives from a neighboring town, your county or another local unit) and/or enter into at least one new shared service agreement in the preceding year?</p>	
2 Yes	<p>Has your municipality reviewed its policies and staffing requirements for providing traffic safety around utility and construction work, and implemented policies to assure that the most efficient and cost-effective approach is taken? Traffic safety policies for utility and construction work should balance the interests of public safety with those of controlling costs. For example, uniformed police officers controlling a cul-de-sac may be excessive; while parking a policeman in a patrol car on a major highway to act in lieu of a "crash truck" may be insufficient and could endanger the officer. An appropriate traffic safety plan should include parameters governing when police officers, flag men and safety apparatus are used in different circumstances.</p>	
3 Yes	<p>Has your municipality adopted a vehicle use policy prohibiting personal use of municipal vehicles, and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)?</p>	
4 Yes	<p>Has the appropriate administrative official reviewed the <u>State Comptroller's June 25, 2013 Report</u> with respect to local government legal fees, and does your municipality follow the best practices outlined in the checklist annexed as an Appendix to the report?</p>	

South River Borough (Middlesex)

Please see Color Key at bottom of sheet for limits on answers

1223	Answer	Question	Comments
5	Yes	<p>Municipalities and their agencies are allowed to prohibit the award of public contracts to business entities that have made certain campaign contributions exceeding \$300 and to limit the contributions that the holders of a contract can make during the term of a contract to \$300. A model ordinance concerning pay-to-play can be found at http://www.nj.gov/dea/divisions/dias/resources/muni_st_docs/pay_to_play_ordinance-contractor.doc. Has your municipality adopted a pay-to-play ordinance pursuant to N.J.S.A. 40A:11-51 that is more restrictive than state statutory requirements?</p>	
6	Yes	<p>Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget including the full adopted budget for current year when approved by governing body; most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; easily accessible contact information for elected and appointed officials, municipal administrator or manager, municipal clerk, police chief, municipal court administrator and all department heads; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?</p>	
7	Yes	<p>Does your municipality require its elected officials to attend on an annual basis at least one instructional course, approved for continuing education credit by DLGS, covering the responsibilities and obligations of elected officials (for example: ethics, municipal finance, labor relations, risk management, shared services, purchasing, land use administration, personnel, technology etcetera)? This item may also be satisfied through in-house education provided by a professional vendor or staff member provided they have significant expertise in their profession and routinely prepare public presentations.</p>	
8	Yes	<p>Are ordinances codified on an annual basis, with both the code and any uncodified ordinances (including salary ordinances) made available online?</p>	

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

Yes

With regard to your municipality's collective bargaining agreements that replaced contracts expiring on or after 1/1/11, is the overall impact of the aggregate economic costs limited to an average increase of 2% or less per year over the contract term? An example of such analysis can be found on the "PERC Summary Form: Public Sector; Non-Police and Non-Fire; Section V Impact of Settlement" and "PERC Summary Form: Police and Fire; Section VII Impact of Settlement"

Financial Standards & Procurement - FS

Yes

Internal accounting control processes, procedures and authorizations are designed to safeguard assets and to limit the risk of loss or misstatement. Does your CFO evaluate and discuss this risk assessment annually with your governing body or an appropriate subcommittee of the governing body (such as the Audit or Finance Committee) with a focus on developing accounting control processes, procedures and authorizations designed to limit the risk of loss or misstatement?

Yes

An accounting policy manual documenting all internal accounting control processes, procedures and authorizations is of great value for staff to understand these safeguards. Are internal accounting control processes, procedures and authorizations documented and communicated to staff?

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

	Answer		
	12	<p>With respect to note sales, proper disclosure and communication with potential bidders can yield optimal results for a municipality. Knowing when to sell on a negotiated or competitive basis, aggregating note sales as much as possible, along with casting a "wide net" to attract the maximum number of bidders for a competitive note sale, is critical to achieving the lowest possible interest rate. Is your municipality doing all of the following:</p> <ol style="list-style-type: none"> 1) comparing any negotiated proposals with actual market data to assess whether a competitive sale is more optimal; 2) marketing note sales beyond publishing the notice required by N.J.S.A. 40A:2-30 and beyond displaying a notice on your municipal website; 3) consolidating note sales to a single sale per year, unless unexpected circumstances lead to an unavoidable need for a second sale; 4) issuing a prospectus, official statement or other document to potential lenders disclosing all material financial and budget information; and 5) refraining from conducting competitive note sales around the time of major holidays (such as, but not limited to, the period between Christmas and New Year's Day), except only in those circumstances where notes are coming due and need to be paid. <p>Changes in energy markets could potentially offer substantial savings for local governments. Local Finance Notice 2012-12 provides important guidance on the competitive procurement of energy. Has your CFO, head purchasing official or other appropriate municipal official evaluated and discussed with your governing body (or an appropriate subcommittee thereof) whether the cooperative or competitive procurement of energy would benefit your municipality?</p>	
	Yes	<p>Having a Finance Committee can provide an efficient means to represent the governing body by performing in depth research, plans and reviews in fiscal areas such as audit, budget and accounting workflow rules, as well as evaluating vendor, professional and labor contracts. Does your municipality have a Finance Committee made up of at least one governing body member, the chief administrative officer, CFO, head purchasing agent and other appropriate personnel, as may be needed, that meets at least monthly and discusses all significant financial issues?</p>	

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

Answer

Audit findings address areas needing improvement. Ignoring these findings devalues the process; therefore, municipalities should correct noted deficiencies. Have all audit findings from the 2011 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the 2012 audit? If the answer is no, please list the repeat findings in the comments section and, upon appeal by the municipality, the Director shall determine based on the comment(s) whether the finding(s) is/are sufficiently material to warrant a "no" answer.

The CFO should be capable of preparing the annual financial statement, annual debt statement and budget schedules. Excessive auditor assistance on these documents could create a perception that the auditor is not truly independent of the client in auditing the client's financial statements. At a minimum, each CFO should prepare balanced and reconciled financial records including books of original entry, general ledgers, subsidiary ledgers and other computer reports that accurately analyze and reflect the municipality's financial position. These records should have sufficient detail for an accountant with sufficient knowledge of New Jersey's municipal accounting system to extract information necessary to prepare financial and debt statements. This requires that, within acceptable tolerance, all financial transactions (cash and non-cash) be posted in the general ledger and that all general ledger accounts be supported by subsidiary ledgers, reports, reconciliations or are otherwise analyzed. A "yes" answer is appropriate for this question if 1) your CFO prepares the annual financial statement, annual debt statement and annual budget, or 2) your CFO presents balanced and reconciled financial records, or 3) you are

The Local Finance Board recently adopted new rules, outlined in Local Finance Notice 2013-17, expanding municipalities' ability to purchase goods and services with procurement cards. The most significant change is the elimination of the prior per-transaction monetary limitation on P-Cards (15% of local unit's bid threshold) where a Qualified Purchasing Agent manages a local unit's P-Card program. Has your CFO, head purchasing official or other appropriate municipal official evaluated and discussed with your governing body (or an appropriate subcommittee thereof) how and whether a procurement card program could benefit the municipality or, if a procurement card program already exists, whether the program complies with the new regulations?

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

Please see Color Key at bottom of sheet for limits on answers

1223	Answer	Comments
	<p style="text-align: center;">Question</p> <p>Grant programs can create a significant burden on a municipality's cash flow if program expenses are either not timely reimbursed or are charged to other operating accounts instead of to the grant. Are all grant revenues, along with their corresponding appropriations, reviewed at least quarterly to determine that all program expenses have 1) been filed for reimbursement and 2) have been properly charged to the grant, with follow up communication to grantor agencies in instances where payments are delayed?</p>	
	<p style="text-align: center;">Budget Preparation and Presentation BP</p>	
19	<p>Yes</p> <p>Has your municipality fully and accurately disclosed in the "Budget Message" section of your CY2013/SFY 2014 budget the following: Revenues at Risk; Non-Recurring Cost Reductions; Anticipated CY2014/SFY 2015 Appropriation Increases; and Structural Balance Offsets as detailed in Local Finance Notice 2011-37?</p>	
20	<p>Yes</p> <p>In preparing your annual budget it is important for both the governing body and public to understand the concept of surplus and how it accumulates (or declines) over the years. A formal policy regarding surplus serves as a basis for decisions concerning future financial solvency, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy your CFO should analyze and explain at least a five-year trend of surplus; illustrating the factors causing each annual increase or decrease. A surplus policy with realistic and sustainable goals can then be determined. Does your municipality have a written policy goal for the amount of surplus available in support of municipal operations, and is this goal evaluated annually?</p>	
21	<p>Yes</p> <p>In preparing your annual budget for the current year it is important that the impact that these decisions may have on future years' budgets be presented, evaluated and considered before final action is taken. Long term plans concerning revenue, appropriations, tax levy, tax levy cap and surplus are critical toward sustaining (or achieving) a solid fiscal condition. Are projections calculated and discussed in sufficient detail so that the governing body understands the impact that the current year's budget may have on the future tax levy (as restricted by the levy cap) and future surplus balances for at least two (2) future year's budgets?</p>	

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

Certain municipalities have indirectly pledged prompt payment (i.e. issued a guarantee) of debt service with respect to debt issued by counties, independent authorities or developers. Bond Rating Agencies (e.g. Moody's, Fitch, Standard & Poor's) have downgraded certain municipalities' bond ratings to below investment grade for lack of preparation in the event a lender calls in a debt guarantee. If your municipality guarantees any debt, are direct service revenues that may be pledged against debt repayment monitored by the municipal CFO, and to the extent that cash flow from pledged revenue will not satisfy the debt repayment, are sufficient funds held in reserve to satisfy the guarantee or is an existing authorization in place to issue debt (e.g. a bond ordinance) in the event a lender calls in the guarantee?

N/A

23

Yes

Do elected officials receive status reports at least quarterly on all budget revenues and appropriations as they correspond to the annual adopted budget?

24

No

Given the potential fiscal impact of property tax appeals on municipalities, the Tax Assessor and CFO should review the status of filed appeals on a regular basis to determine their effect on future budgets and plan accordingly. With input and approval from the governing body, this plan should include an evaluation of current assessment values and should consider setting aside an adequate estimated reserve to fund potentially successful state tax court appeals. Has your municipality considered a property reassessment/reevaluation to counter the effect of successful residential tax appeals? In answering this question, a yes answer indicates that the municipality either 1) determined after reviewing assessed values that a reassessment/reevaluation is unnecessary due to assessed values accurately reflecting market values (resulting in a small number of successful appeals); or 2) if the impact of appeals is significant, a revaluation plan has been filed with your County Board of Taxation.

25

Yes

In developing your multi-year capital plan, is your municipality dedicating sufficient revenues to fund maintenance, repair and eventual replacement of infrastructure such as roads, storm sewers, sanitary sewers and water systems?

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

Please see Color Key at bottom of sheet for limits on answers

1223	Question	Comments
Answer		
25	<p>Yes</p> <p>N.J.S.A. 40A:4-62.1 allows for the creation of a dedicated trust fund to reserve funds budgeted during years with relatively little snowfall for use in future years when excessive snowfalls may exceed budgeted funds. In your 2013 Budget, has your municipality appropriated at least the average of snow removal expenses incurred over a minimum of 3 years?</p>	
27	<p>Yes</p> <p>Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)?</p> <p>Does your municipality conduct a monthly review of health benefit covered lives itemized on health insurance invoices to determine that health insurance invoices do not include employees, former employees, spouses or dependents who should no longer be receiving coverage?</p>	
29	<p>Yes</p> <p>As explained in Local Finance Notices 2011-20R and 2011-34, P.L. 2011 c. 78 requires employees to contribute toward healthcare based on a percentage of total premium cost, subject to a four-year phase-in. Has your municipality implemented the employee healthcare contribution provisions contained in P.L.2011 c. 78?</p> <p>Municipalities frequently contract with or designate insurance brokers to secure healthcare coverage from insurance carriers. Brokers are typically paid by third-party administrators (TPAs) hired to collect, review and pay healthcare bills. The municipality pays the TPA, who in turn pays the broker. Broker fees are often directly related to the amount of insurance premiums or fees paid by the municipality (i.e. the higher the premium, the larger the broker's commission). Thus, the municipality-broker-TPA arrangement is vulnerable to abuse because brokers could face conflicting incentives in seeking lower-cost insurance alternatives. If your municipality contracts with or otherwise designates an insurance broker, is the structure for broker payments set at a flat-fee rather than on a commission basis (so as to mitigate the risk of brokers recommending more expensive insurance coverage to earn higher fees)?</p>	
30	<p>No</p>	

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

31	<p>No</p> <p>The State Health Benefits Program (SHBP) offers medical, prescription and dental coverage options for more than 850,000 participants, including employees, dependents and retirees. All plans have substantial networks of healthcare providers, and provide services nationwide. 62% of municipalities, and 33% of counties, within New Jersey participate in SHBP. If your municipality has non-SHBP coverage, as your collective bargaining agreements come up for renegotiation, do your municipality's negotiation proposals seek contract provisions allowing its employees to be switched to SHBP or another non-SHBP plan of lesser cost?</p>	
	<p>Yes</p> <p>If your municipality does not participate in the State Health Benefits Program (SHBP), have competitive proposals for health insurance been solicited in the last three years (including from the Division of Pensions and Benefits for SHBP health insurance coverage)?</p>	

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Answer

Question

Comments

	<p>N.J.S.A. 43:15A-7.2 and 43:15C-2(b)(4) preclude independent contractors and individuals performing professional services for any municipality or agency (e.g. municipal attorney, auditor, planner) under a professional services contract awarded pursuant to the Local Public Contracts Law from membership in the Public Employees' Retirement System (PERS) and Defined Contribution Retirement Program (DCRP). This is discussed further in Local Finance Notice 2007-28. Has your municipality reviewed the status of your independent contractors and professional services providers to ensure they are not deemed eligible for PERS and/or DCRP?</p>	
--	--	--

<p>34</p> <p>Yes</p>	<p>The Fair Labor Standards Act (FLSA) is a federal law that establishes minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in Federal, State, and local governments. The law requires that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, municipal managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and are not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with your labor counsel for more detailed guidance). <u>Does your municipality refrain from paying overtime to employees who are classified as exempt under the FLSA?</u> In answering this question, be aware that exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings, participation in training sessions and police "off-duty" assignments (a/k/a "lads in blue"). Also please note that</p>	
----------------------	--	--

<p>Yes</p>	<p>N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "sidebar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us. Has your municipality filed all current contracts with PERC?</p>	
------------	---	--

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

36

Does your municipality make available to the public free of charge, either through an internet posting or on-site review, documents that show the current salaries of all personnel and additional documents that would allow the public to view how your municipality's salaries have changed over a three-year period?

Accurate records of employee time are critical not only for financial accountability but also effective management of your workforce. Is your municipality ensuring that 1) employees complete and file standardized forms, either electronically or by paper, to verify all employee time worked (e.g. time cards, electronic time keeping); 2) your personnel/human resources office maintains records accounting for all employee leave time earned and used; and 3) supervisors are reviewing and approving/denying employee time and attendance documentation before those records are submitted to management and, in the case of department heads, is such documentation reviewed and verified independently?

Yes

Has your municipality instituted a policy to not compensate employees for sick leave accumulated after a certain date?

38

Does your municipality limit the carry forward of accrued vacation time to no more than the amount earned in the previous year (meaning no employee hired after the effective date of the limitation policy can keep in any given year more vacation time that they earned in the prior year)?

39

Does the municipal governing body approve all payments for accumulated absences pursuant to the requirements of N.J.A.C. 5:30-15.4, as discussed in Local Finance Notice CFO-2002-1?

Yes

Does your municipality provide annual employment practice liability training for elected officials, managers, administrators, department heads and supervisors?

Yes

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Answer

Question

Comments

42 Yes Does your municipality have a transitional duty program (light duty) to encourage employees out on workers compensation to return to work?

The State Workers Compensation Law provides that, when an employee receives a work-related injury producing temporary disability, the employee is entitled to wage-continuation equal to 70% of the employee's weekly wages, subject to a maximum compensation as determined by the Commissioner of Labor. Does your municipality limit benefits for work-related injuries to the above statutory benefit? The answer to this question can be "prospective" if such a provision was imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.

43 No

The weekly benefit rate provided under the State Temporary Disability Law for a non-work related injury is calculated on the basis of claimant's average weekly wage. Each claimant is paid 2/3 of their average weekly wage up to the maximum amount payable, which is \$584 for disabilities beginning on or after 1/1/13. Does your municipality refrain from supplementing the Temporary Disability benefit? The answer to this question can be "prospective" if such a provision was imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.

45 Yes

Has your municipality adopted an ordinance, resolution, regulation or policy eliminating longevity awards, bonuses or payments for non-union employees?
For any employees covered by a collective bargaining agreement, has your municipality eliminated longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing longevity awards, bonuses or payments for employees hired before a specified date? The answer to this question can be "prospective" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.

46 Yes

Has your municipality adopted an ordinance, resolution, regulation or policy eliminating longevity awards, bonuses or payments for non-union employees?
For any employees covered by a collective bargaining agreement, has your municipality eliminated longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing longevity awards, bonuses or payments for employees hired before a specified date? The answer to this question can be "prospective" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

D. Sabel, Preparedness/Resiliency DP

	<p>Yes</p>	<p>Has your municipality 1) reviewed within the past year its master plan and zoning ordinances and, if changes are recommended by your engineer, planner or land use board to ensure greater resiliency in the face of flooding and storm damage, with a plan to implement such changes; and 2) amended your zoning ordinances as necessary to allow homeowners to raise conforming structures to the Base Flood Elevation (BFE) set by the new FEMA maps?</p>	
--	------------	---	--

	<p>Yes</p>	<p>Has your municipality within the past year reviewed and updated as necessary its emergency management plan, taking into account lessons learned from the impact of Superstorm Sandy and other recent natural disasters?</p>	
--	------------	--	--

<p>49</p>	<p>N/A</p>	<p>P.L. 2013, c. 37, known as the "Sandy Integrity Monitor Law", requires the State Treasurer to assign monitors to recovery and rebuilding-related contracts \$5 million or above, and grants the Treasurer discretion to assign monitors on contracts below \$5 million. Pursuant to authority granted under the law, all Sandy-related recovery and rebuilding contracts over \$2 million awarded by local governments must be reported to the State Department of Treasury. Please access Treasury's Sandy website at http://www.state.nj.us/treasury/news-sandy.shtml for more information on your municipality's responsibilities under the Sandy Integrity Monitor Law. Has your municipality reported all Sandy-related contracts over \$2 million to the State Treasurer?</p>	
-----------	------------	---	--

<p>50</p>	<p>Prospective</p>	<p>A municipality's participation in FEMA's National Flood Insurance Program Community Rating System can lead to significant flood insurance premium reductions for its homeowners. An explanation of the program may be found on FEMA's website at http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-rating-system and more information on how the NJDEP's statewide CRS coordinator can assist with improving your rating can be found at http://www.nj.gov/dep/floodcontrol/about.htm. Does your municipality have a Community Rating System ranking of at least Class 9?</p>	
-----------	--------------------	---	--

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

1223

Please see Color Key at bottom of sheet for limits on answers

Question

Comments

0	Select		
41	Yes		
6	No		
2	N/A		
1	Prospective		
50	Total Answered:		
44	Score (Yes + N/A + Prospective)		
88%	Score %		
0%	Percent Withheld		
	Chief Administrative Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.		Certification #(s)
	Name & Title		Date
	Fred Carr, Business Administrator		9/16/2013
	Chief Financial Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.		Certification #(s)
	Name		Date
	Joseph Zanga		9/16/2013
	Municipal Clerk's Certification		
	I hereby certify that the Governing Body of the <insert Municipality> in the County of <insert County> discussed the CY 2013/SFY 2014 Best Practice Inventory as completed herein at a public meeting on <insert date>, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.		Certification #(s)
	Name		Date

Best Practices Worksheet CY 2013/SFY2014

South River Borough (Middlesex)

Please see Color Key at bottom of sheet for limits on answers

1223	Answer	Question	Comments
	Patricia O'Connor		9/16/2013
	Red = Repeat Question, Prospective answers not permitted		
	Blue = Questions where neither "not applicable" nor "N/A" answers are permitted		
	Green = Repeat questions where neither "Prospective" nor "Not Applicable" are permitted		
	No Color = "Yes", "No", "Prospective" and "Not Applicable" are all permissible answers		
	# of Questions scored yes, prospective, or "not applicable"	Amount of Aid Disbursed	Impact on final 5% aid payment/impact on total aid
	41-50:	100%	No penalty
	33-40:	80%	Lose 20% which equals 1% of total aid
	25-32:	60%	Lose 40% which equals 2% of total aid
	17-24:	40%	Lose 60% which equals 3% of total aid
	9-16:	20%	Lose 80% which equals 4% of total aid
	0-8:	0%	Lose 100% which equals 5% of total aid
	Question	Table of Weblinks	
4		http://ni.gov/comptroller/news/docs/press_local_government_legal_fees.pdf	
5		http://www.ni.gov/dca/divisions/digs/resources/muni_st_docs/pay_to_play_ordinance-contractor.doc	
9		http://www.state.ni.us/perc/Collective_Bargaining_Agreement_Summary_Form_Police_and_Fire_2012.04.02_Instructions_and_Example.pdf	
9		http://www.state.ni.us/perc/Collective_Bargaining_Agreement_Summary_Form_Non-Police_and_Non-Fire_2012.04.02_Instructions_and_Example.pdf	
13		http://www.ni.gov/dca/divisions/digs/fms/12/2012-12.pdf	
17		http://www.ni.gov/dca/divisions/digs/fms/13/2013-17.pdf	
19		http://ni.gov/dca/divisions/digs/fms/11/2011-37.doc	
29		http://ni.gov/dca/divisions/digs/fms/11/2011-20R.doc	
29		http://ni.gov/dca/divisions/digs/fms/11/2011-34.doc	
33		http://ni.gov/dca/divisions/digs/fms/07/2007-28.doc	
40		http://www.ni.gov/dca/divisions/digs/fms/02/cfo-2002-1.pdf	
50		http://www.fema.gov/national-flood-insurance-program-national-flood-insurance-program-community-rating-system	
50		http://www.ni.gov/dep/floodcontrol/about.htm	

H

UTILITIES DEPARTMENT

Electric bills are sent out monthly (dates vary as per specific routes in town) – water bills are sent out quarterly (again dates vary as per route). Separate checks are required for electric and water bills.

Payments can be mailed in to our payment center at PO Box 96250, Washington DC 20090-6250, paid in person at the municipal building, mailed in to the 48 Washington Street address, or left in our night drop box for processing.

When signing up for new service, a \$25 application fee is required for electric and water. If you are a tenant, a \$200 deposit is needed in addition to the application fee(s). A tenant must also supply a current lease showing what utilities they are responsible to pay. For businesses, a \$500 deposit is required in addition to the application fee.

Any name changes made to accounts will require a \$25 administrative fee.

In regards to water accounts, Borough code 333-8 states that “owners of premises will be held responsible for the water bills of their tenants”.

PAT, I ^{new} ^{business} ^{Fred}
Agenda 23 Sept

RECEIVED

9/16/13

Attn: Fred Cord

SEP 16 2013

Closed

BOROUGH ADMINISTRATOR

Back on November 15, 2012 we moved our business WWMBT, Inc. ^{DBA} Willis Auto Repair to 14 Jackson St after being flushed out of 70 Causeway St. by 10 ft. of water from storm sandy. To have the electric put into our name we had to leave a renters deposit in escrow for the amount of \$2,500.00. This is a lot of money to tie up especially now that we have to recover from all the equipment and other things we lost due to the storm, but we did it, we had no choice. I would have thought after considering the Circumstances of the move and our history that we always pay our bills the town would have been a little more understanding and said \$500 but that did not happen, they wanted their money and all of it. so you

received a Check #6353 in the amount of \$2,500.00. We never asked for any help or assistance, we picked up the pieces on our own & followed all the rules.

so if you could please approve my request of refunding me my \$2,000.00 this would be greatly appreciated especially since it is now \$500 to be left as deposit in escrow.

Sincerely,

Margaret Taptosh

Cell # 732-407-8851

bus. # 732-390-0208

UTILITY DEPARTMENT, SOUTH RIVER, N. J.
 RESIDENTIAL
 Consumer's Application for Electric Service

I, or we, hereby make application to the Utility Department of the Borough of South River, N. J., to furnish electric service to the property address listed below. # _____

It is understood and agreed that the electric service is to be supplied subject to the present Borough ordinances, and the rules, regulations and rate schedules of the Borough of South River and such ordinances, rules, regulations and rate schedules that may be adopted and promulgated by the Borough of South River from time to time.

DEPOSIT 2500.00 Signed _____ (consumer)
 65555 000346

ACCOUNT # 899000103 Address _____

PREV. READ. _____

Former Address _____
 Street or Ave.

City or Town _____ State _____

Accepted on this _____ day of November 2012

PA# 5356

and at the end or other expiration of the term hereof, and will and tear from a reasonable use thereof, and damage by tenant, excepted. The Tenant will neither encumber nor stairs and stairs, but will keep and maintain the same in a itions or improvements may be made, and no climate stems, television or radio antennas, heavy equipment, Premises, without the written consent of the Landlord.

*Cust req
 \$2000 refund on
 dep since dep now only
 \$500.
 Elec net me \$240
 water \$80.
 Excellent credit history -
 Pls call back on
 Monday - 732*

*\$ 2000 - refund
 Margaret Kaptash
 732-390-0208
 Same bus 2500. dep on Elect.
 for commercial property
 Dep has dropped to \$500.
 Wants the diff. refunded*



Name: WILLIAM LAPTOSH JR **Service Addr:** 14 JACKSON ST SOUTH RIVER, NJ 08882 US **Phone:** (732)390-0208
Cust / Loc No: 999000346 / 000005132001 **Mailing Addr:** 14 JACKSON ST SOUTH RIVER, NJ 08882 US **Alt Phone:** (732)407-8852
SS#/Tax ID: **Account A/R:** \$ 239.97 **Status:** A

PROCESS MANAGER

- Billing FAQs
- Generic FAQs
- Frequent Activities
- Adjustments
- Demand Report
- Installed Inventory

ACTIVE CONTRACT INFO

350055

Filter Criteria

Date Range: 03/13/2013 **To:** 09/13/2013 **Transaction Type:** ALL

Type	Date	Description	Note	Amount (\$)	Balance (\$)
BILL	8/20/2013	Bill: 11025603		239.97	239.97
Lockbox	8/12/2013	Lockbox		222.88	0.00
BILL	7/19/2013	Bill: 10981056		222.88	222.88
Lockbox	7/15/2013	Lockbox		122.67	0.00
BILL	6/20/2013	Bill: 10924086		122.67	122.67
Lockbox	6/4/2013	Lockbox		115.37	0.00
BILL	5/20/2013	Bill: 10882502		115.37	115.37
Lockbox	5/10/2013	Lockbox		170.20	0.00
BILL	4/19/2013	Bill: 10838218		170.20	170.20
Lockbox	4/18/2013	Lockbox		183.58	0.00
BILL	3/21/2013	Bill: 10783007		183.58	183.58



Name: WILLIAM LAPTOSH JR
Cust / Loc No: 999000103 / 000004551001
SS#/Tax ID:
Service Addr: 14 JACKSON ST SOUTH RIVER, NJ 08882 US
Mailing Addr: 14 JACKSON ST SOUTH RIVER, NJ 08882 US
Account A/R: \$ 0.00
Phone: (732)390-0208
Alt Phone: ()
Status: A

PROCESS MANAGER

- Billing FAQs
- Generic FAQs
- Payment FAQs
- Frequent Activities
- Adjustments
- Installed Inventory

ACTIVE CONTRACT INFO

350056

Filter Criteria

Date Range: 01/01/1900 To: 09/13/2013 Transaction Type: ALL

Type	Date	Description	Note	Amount (\$)	Balance (\$)
Lockbox	7/30/2013	Lockbox		52.98	0.00
BILL	7/5/2013	Bill: 10952221		52.98	52.98
Lockbox	5/10/2013	Lockbox		80.01	0.00
BILL	4/5/2013	Bill: 10814651		80.01	80.01

J

ARTICLE III Interconnection with Self-Generating Electric Systems (§ 147-33 — § 147-37)

[Adopted 6-19-2006 by Ord. No. 2006-16]

§ 147-33 Consultation with municipal utility.

To assure safety and the optimum value for both the customer and the municipal utility, it is essential for the customer to consult with the utility before purchasing, constructing, operating, or interconnecting any self-generation equipment to the system. No self-generating equipment may be connected to the municipal utility unless the customer notifies the municipal utility and all necessary equipment, in the opinion of the municipal utility, is properly installed to isolate the generating equipment from the municipal utility system.

§ 147-34 General requirements.

A.

No self-generating equipment or facility may be connected to the municipal utility without express authorization from the municipal utility and unless the requirements contained in this rule are fully and completely satisfied.

B.

The customer must provide complete plans and specifications of the proposed equipment, including a single-line diagram and details of proposed protective schemes. Plans must be certified by a registered New Jersey professional engineer. Upon receipt of the certified plans and a fee as set forth in Chapter 155, Fees, as provided in Subsection G below to compensate the municipal utility for the cost of engineering services provided herein, the municipal utility will provide specific switching, breaker, and isolation plans for installation at the customer's expense. Any review of plans by the municipal utility does not constitute approval of the correctness of customer's plans.

C.

Installation must be in compliance with the National Electrical Code and all applicable municipal, County, and federal codes or regulations.

D.

Prior to connection to the municipal utility system, the equipment and interconnection shall be inspected by the municipal utility or its qualified representative. Inspections undertaken by the municipal utility shall be undertaken solely for the purpose of determining compliance with the proposed plans and for the safety and integrity of the municipal utility system. Nothing done by the municipality utility inspector shall constitute approval or waiver by any other inspector who may be authorized to inspect such facility and interconnection.

E.

Prior to interconnection with the municipal utility system, customer shall enter into a written agreement with the municipal utility. In addition to the operating provisions contained in these rules, this agreement shall permit unlimited right of entry to the customer's property for safety reasons or to disconnect whenever the municipal utility believes that continued operation of the self-generation equipment could result in harm to the municipal utility system or to a customer of

the municipal utility. Municipal utility employees shall have the right to inspect and test the interconnection facilities during reasonable hours. This agreement also shall require the safe operation of the equipment or facility, indemnification of the municipal utility for damages of any type, including, but not limited to, direct, consequential, punitive damages, to the municipal utility or any other customer as a result of the operation of the self-generation equipment or facility. The agreement shall contain such other provisions as are appropriate for the protection and safe operation of the municipal utility.

F.

The customer shall be responsible for the safe operation of the self-generation equipment and shall be responsible for all costs of repairs, corrections, or updating of interconnection facilities.

G.

The customer shall be financially responsible for all costs of interconnection, including, but not limited to, review of the plans for equipment and the proposed isolation scheme, voltage regulation, wiring, labor, special metering, and inspection. The municipal utility shall provide a good faith estimate of the cost of reviewing the plans, inspections, and for the cost of all equipment that may be necessary to interconnect the self-generating equipment with the municipal utility, and the customer shall pay the municipal utility the full amount of the good faith estimate. Any amounts not expended shall be returned to the customer. Any additional costs reasonably incurred by the municipal utility to complete the interconnection with the customer shall be paid to the municipal utility prior to interconnection. The customer shall be responsible for the cost of periodic testing of the interconnection facilities.

H.

The customer shall not change any aspect of the operation, the wiring, the controls, or the interconnection of the self-generation equipment without first providing prior written notice to the municipal utility of all proposed changes to the plans or the as-built drawings, as the case may be. All changes or proposed changes shall be certified by an electrical engineer, in the same manner as provided in Subsection B above. This information is essential for determining whether the existing interconnection equipment is adequate for the requirements and for safety reasons in the event of emergency cut-off. The customer shall pay all reasonable engineering fees incurred by the municipal utility to review and inspect the proposed installation.

I.

Self-generating equipment that is intended to operate in parallel with the municipal utility shall be subject to a contract that provides for such interconnected parallel operation.

§ 147-35 Electrical requirements.

A.

For facilities intended to operate in synchronization with the municipal utility:

(1)

The interconnection point between the self-generator and the municipal utility shall be on the customer's side of the designated metering location. It shall operate in synchronization with the municipal system.

(2)

Electrical quality must be 60 Hz, alternating current having voltage and phase characteristics acceptable to the municipal utility. Operation of the self-generating unit shall not result in flicker, voltage fluctuations, interference with electronic equipment, or damage to municipal utility or customer-owned equipment.

(3)

Equipment shall be capable of being manually and automatically isolated from the municipal utility system within a maximum of 10 seconds, and provide for automatic disconnection from utility lines that have been deenergized.

(4)

All costs incurred to interconnect the self-generation equipment shall be the responsibility of the customer.

B.

For generating equipment not intended to operate as interconnected generating facilities:

(1)

The customer shall install all equipment, switches and devices necessary to allow such facility that is capable of being served by the generating equipment to be electrically isolated from the municipal utility.

(2)

All generating equipment subject to this subsection shall be designed so that it is incapable of being operated unless it is isolated and disconnected from the municipal utility.

§ 147-36 Meter requirements.

A.

All metering costs associated with the interconnection or the interconnected operation of the equipment shall be the responsibility of the customer.

B.

Any deliveries to the municipal utility shall be through a separate billing meter. Reversing meters are not permitted.

§ 147-37 Purchase of excess generation.

A.

The municipal utility and customer shall enter into an agreement that addresses all purchase and payment obligations. The municipal utility shall only be required to purchase from PURPA-qualifying facilities, pursuant to 18 CFR 292.300.

B.

Rates for the purchase of excess energy from the PURPA-qualifying facility shall be based upon the municipal utility's avoided cost. The avoided cost shall be calculated so that it takes into account the all-inclusive cost of energy, including capacity costs, availability, dispatchability, load limitations, operating contingencies or limitation, energy costs, and administrative costs. If the municipal utility does not require capacity and would receive no benefit from the addition of capacity, the municipal utility shall only pay for the avoided cost of energy, excluding all capacity costs.

THOMAS J NOTO, P.E.

Engineering Consultant

July 14, 2010

Mayor and Borough Council
Borough of South River
48 Washington Street
South River, NJ 08882

Re: Solar Power Customers Requirements - Technical

Att: Mr. Andy Salerno
Borough Administrator

Gentlemen ;

As requested I have reviewed the interconnection ordinance Ch. 147 Article III with regard to the technical electrical issues. Please be advised that the contractual, rates, and legal aspects should be reviewed by the Borough Attorney and your office.

147-34

Paragraph B. Customer must provide complete plans and specifications, including single line diagram, sealed and certified by a New Jersey Professional Engineer. Review of these plans by this office is estimated at \$500.

Paragraph C. Apply for Electrical permit and inspection by Code Officials to insure National Electrical Code compliance.

Paragraph D. Inspection by Utility and this office is estimated at \$500.

147-35

2. In order to evaluate the quality of the Power being fed back into the South River Grid, the installation must comply with IEEE 519 which is the standard for harmonic voltage and current anomalies reflected back into the Utility measured at the Point of Common Connection (PCC). A test to insure this standard is met must be performed by a NETA certified testing agency engaged by the Utility and the results reviewed by this office. Estimated testing cost is \$1,500 and Engineers analysis of test results is estimated at \$500. I would recommend that the customer obtain certification from the Solar Manufacturer that the installation will meet IEEE 519 prior to purchase. The test will however be the controlling document.

147-36

Paragraph B. This section requires a separate meter for power consumed and power delivered back to the Utility. Two meters are no longer required as the new technology of the new digital "smart meters" being installed by the Utility are capable of separate indication for both directions. The meters must be programmed at the factory for this and this may have a cost attached.

THOMAS J NOTO , P.E.

137-37

Paragraph B. The last sentence deals with benefit to the Utility. The Utilities peak demand often occurs after dark and no benefit from demand charges will be realized from non battery solar power after sundown.

Very Truly Yours

Thomas J Noto, P.E.



**BOROUGH OF SOUTH RIVER
OFFICE OF THE ADMINISTRATOR
MIDDLESEX COUNTY
SOUTH RIVER, NEW JERSEY 08882-1247**

48 Washington Street
administrator@southrivernj.org

Office: 732-257-1999 ext. 118
Fax: 732-613-3081

To: Glenn Lauritsen ✓
Construction Official

Cc: Joe Zanga, CFO
George Lyons, DPW
Rick Fallon, Electric Department
Tom Noto, Borough Electrical Engineer

From: Andrew J. Salerno (Signature)
Borough Administrator

Date: January 12, 2011

Re: Solar Panel Installations

All applications for Solar Panel Installations should be processed in the following manner:

1. Tom Noto – for his review and certification that the system is designed according to the requirements of our utilities.
2. George Lyons – Rick Fallon – For review of connection and metering.
3. Construction Office – for any and all permits.

The applicant is required to have a \$5,000.00 escrow account in addition to construction code fees.

Should you have any questions, please contact my office.

AGREEMENT FOR INTERCONNECTION WITH SOUTH RIVER ELECTRIC UTILITY

Whereas, _____ (hereinafter "Applicant") desires to install an alternate energy, self-generating facility for obtaining energy and desires to connect with the electric utility operated by the Borough of South River *hereinafter "Utility"); and

Whereas, as Article III of Chapter 147 the Code of the Borough of South River entitled "Interconnection with Self-Generating Electric Systems" sets forth the requirements for connection of self-generating equipment to the Borough's electric utility.

Now therefore it is agreed between the parties as follows:

(1) Applicant shall consult with Utility personnel before purchasing, constructing, operating, or interconnecting any self-generation equipment to the Borough's system. No self-generating equipment shall be connected to the Borough's utility unless Applicant notifies Utility and all necessary equipment, in the opinion of Utility's engineer, is properly installed to isolate the generating equipment from the municipal utility system and unless the requirements contained herein are fully and completely satisfied.

(2) Applicant shall provide complete plans and specifications of the proposed equipment, including a single-line diagram and details of proposed protective schemes. Plans shall be certified by a registered New Jersey professional engineer. Upon receipt of the certified plans and all fees required under Chapter 155 of the Borough Code, as provided in Subsection G below to compensate Utility for the cost of engineering and legal services, Utility will provide specific switching, breaker, and isolation plans for installation at the expense of Applicant. Review of plans by Utility shall not constitute approval of all such plans. A resolution of the governing body of the Borough of South River shall be required for such approval and permission to connect to Utility.

(3) Installation of all self-generating equipment shall be in compliance with the National Electrical Code and all applicable municipal, County, and federal codes or regulations.

(4) Prior to connection to the Utility's system, the equipment and interconnection shall be inspected by the Utility's engineer or other qualified representative. Inspections undertaken by any representative shall be undertaken solely for the purpose of determining compliance with the proposed plans and for the safety and integrity of Utility's system and shall not constitute approval for a connection to Utility. Utility's engineer or a qualified representative of Utility shall be authorized to grant approval or waiver of any requirement

hereunder, under Chapter 147 of the Borough Code or any other law or regulation other than the Engineer for the Borough Electric Utility.

(5) In addition to the operating provisions contained in Article III of Chapter 147, this agreement shall constitute the grant of an unlimited right of entry to Applicant's premises for safety reasons or to disconnect whenever the electric utility believes that continued operation of the self-generation equipment could result in harm to Utility's system or to a customer of Utility. Utility employees shall have the right to inspect and test the interconnection facilities during reasonable hours. Applicant shall at all times operate the equipment or facility in a safe manner and shall indemnify the electric utility for damages of any type, including, but not limited to, direct, consequential, punitive damages, or any other customer as a result of the improper or negligent operation of the self-generation equipment or facility.

(6) Applicant agrees to be responsible for all costs of repairs, corrections, or updating of interconnection facilities required as a result of Applicant's installation. In addition, Applicant agrees to be financially responsible for all costs of interconnection, including, but not limited to, review of the plans for equipment and the proposed isolation scheme, voltage regulation, wiring, labor, special metering, and inspection. Utility shall provide a good faith estimate of the cost of reviewing the plans, inspections, and for the cost of all equipment that may be necessary to interconnect the self-generating equipment with Utility, and Applicant shall pay Utility the full amount of the good faith estimate. Any amounts not expended shall be returned to Applicant. Any additional costs reasonably incurred by Utility to complete the interconnection with Applicant shall be paid to Utility prior to interconnection. Applicant agrees to and shall be responsible for the cost of periodic testing of the interconnection facilities.

(7) Applicant further agrees not to change any aspect of the operation, wiring, controls, or interconnection of the self-generation equipment without first providing prior written notice to and approval of said changes by Utility of all proposed changes to the plans or the as-built drawings, as the case may be. All changes or proposed changes shall be certified by an electrical engineer, in the same manner as required above. Since such information is essential for determining whether existing interconnection equipment is adequate for the requirements set forth herein and for safety reasons in the event of emergency cut-off, Applicant agrees to pay all reasonable engineering fees incurred by Utility to review and inspect all such proposed changes to Applicant's installation.

(8) Since Applicant has indicated that the facility to be installed shall operate in synchronization with Utility, the facility to be installed shall meet the following criteria:

- (A) The interconnection point between the self-generator and the municipal utility shall be on the customer's side of the designated

metering location. It shall operate in synchronization with the municipal system.

- (B) Electrical quality must be 60 Hz, alternating current having voltage and phase characteristics acceptable to the municipal utility. Operation of the self-generating
- (C) unit shall not result in flicker, voltage fluctuations, interference with electronic equipment, or damage to municipal utility or customer-owned equipment.
- (D) Equipment shall be capable of being manually and automatically isolated from the municipal utility system within a maximum of 10 seconds, and provide for automatic disconnection from utility lines that have been de-energized.
- (E) All costs incurred to interconnect the self-generation equipment shall be the responsibility of the customer.

(9) All metering costs associated with the interconnection or the interconnected operation of the equipment shall be the responsibility of Applicant.

(10) Any delivery to Utility shall be through a separate billing meter. A Reversing meter shall not be permitted.

(A) Utility and Applicant shall enter into an agreement dealing with all purchase and payment obligations. Utility shall only be required to purchase from PURPA-qualifying facilities, pursuant to 18 CFR 292.300.

(11) Rates for the purchase of excess energy from the PURPA-qualifying facility shall be based upon the Utility's avoided cost. The avoided cost shall be calculated so that it takes into account the all-inclusive cost of energy, including capacity costs, availability, dispatchability, load limitations, operating contingencies or limitation, energy costs, and administrative costs. If the Utility does not require capacity and would receive no benefit from the addition of capacity, Utility shall only pay for the avoided cost of energy, excluding all capacity costs.

First Reading 2/28/11

Final Reading 3/14/11

ORDINANCE 2011-5

AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF SOUTH RIVER, CHAPTER 155 ENTITLED "FEES" BY AMENDING SECTION 155-12.1 CHAPTER 147, ELECTRICAL CONNECTIONS, ARTICLE III

BE IT ORDAINED by the Mayor and Borough Council of the Borough of South River, that Chapter 155 of the Code of the Borough of South River entitled "Fees" be amended by amending a Section 155-12.1, Chapter 147, Electrical Connections, Article III as follows:

SECTION 1.

155-12.1. Chapter 147, Electrical Connections

[Fee for connection between municipal utility and self-generating electric equipment: \$5000] An escrow deposit of \$5,000 shall be paid to the South River Electric Utility for a connection between the municipal electric utility and self-generating electrical equipment. The escrow shall be utilized for an application fee of \$250.00, professional services of the Utility Engineer and Borough Attorney in reviewing plans submitted by an applicant as well as for preparation of an interconnection and purchase power and payment obligation agreements in addition to NETA testing costs, test result analysis by the Utility Engineer and meter programming fees. Inspection fees for such equipment and facility are set forth in Section 155-10 of the Borough Code. The escrow deposit shall be deposited by the Chief Financial Officer of the Borough, or his/her designee, in an account for such purposes under the sole control of the Borough. Said escrow may be commingled with similar escrows from other applicants, but accurate accounts and records shall be kept so as to identify particular escrows and charges made against the same.

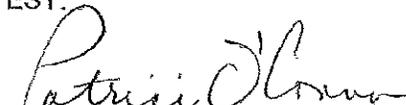
SECTION 2. If any section, paragraph, subdivision, clause of provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause, or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

SECTION 3. All Ordinances or parts of Ordinances inconsistent with or in conflict with this Ordinance are hereby repealed to the extent of such inconsistency.

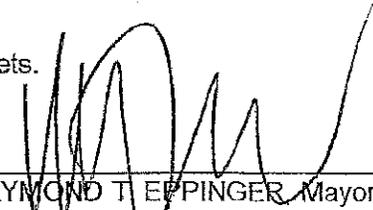
SECTION 4. This Ordinance shall take effect after final passage, adoption, and publication according to law.

Additions are underlined; deletions are in brackets.

Dated: 3/15/11
ATTEST:



PATRICIA O'CONNOR, Registered Municipal Clerk



RAYMOND T. EPPINGER, Mayor

cc: CFO
R: DUDAS
ELEC. ENGINEER
DPW/LYONS/FALLOU

K

arcari iovino

ARCHITECTS PC

One Katherine Street
Little Ferry, NJ 07643

tel: 201.641.0600
fax: 201.641.0626

www.aiarchs.com

September 20, 2013

Frederick Carr, Administrator
Borough of South River
48 Washington Street
South River, NJ 08882

**RE: HUMAN SERVICES BUILDING RENOVATIONS
BID SUMMARY**

Dear Mr. Carr:

We had previously evaluated the bid package of the low bidder, Daskal LLC, obtained from the Bid Opening held on September 13, 2013. Their bid was found to be incomplete, so we then evaluated the bid package of the second low bidder Fine Wall Corporation.

We have reviewed their Bid Package and we find them to be responsive in their bid. We have checked the current "Debarred List" by the New Jersey Department of Labor and they are not currently debarred. We have confirmed that they are "Registered Contractors" with the New Jersey Department of Labor and we have also confirmed that their bond company is listed with the Department of the Treasury's Listing of Approved Sureties (Department Circular 570) (see attached partial list). We are currently working on a school project with Fine Wall and we find their workmanship and paperwork to be below average. Also included are references from that project for your review. As with Daskal, we only have photocopies of Fine Wall's bid so please confirm raised seals on those forms requiring corporate and notary seals.

With that, it is our opinion that Fine Wall Corp. is the Lowest Responsible Bidder. Of course, you as "Owner" have the final choice in this matter.

We hope that our review has assisted you in your decision. Please feel free to contact us for additional information if needed.

Sincerely,



Anthony Iovino, AIA, PP, LEED
Arcari + Iovino Architects, P.C.

*Past President of the American Institute of Architects, ALNNJ Section, 2003
AIA-NJ Firm of the Year 2011*

**State of New Jersey
Consolidated Debarment Search Results**



There were no matches where

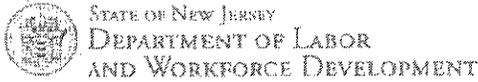
Firm or Individual = 'Fine Wall'

Category = 'Construction'



Use the Back button to return to the search screen and try again.

[NJ Home Page](#) [Treasury Home Page](#) [Debarment Home Page](#)



[Wage & Hour](#) | [Default View](#) | [Printer Friendly](#) | [Store Query](#)
Registered Public Works Contractors

[Show Search Criteria](#)

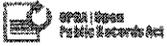
Results

Registered Contractors

[Download](#)

<u>Contractor/Subcontractor</u> <u>Name</u>	<u>Address Line 1</u>	<u>Address Line 2</u>	<u>City</u> <u>County</u> <u>State</u> <u>Zip</u>	<u>Registration Date</u>	<u>Expiration Date</u>	<u>Certificate No.</u>
Fine Wall Corporation	1404 Oak Tree Road	Suite 204	IselinMiddlesexNJ 08830	10/12/2013	10/11/2015	647402

[New Search](#)



Statewide: [NJ Home](#) | [Services A to Z](#) | [Departments/Agencies](#) | [FAQs](#)
 Department: [home](#) | [a to z](#) | [jobseekers](#) | [employer](#) | [legal](#) | [calendar](#) | [press](#)

The New Jersey Department of Labor and Workforce Development is an equal employment opportunity employer and provides equal opportunity programs. Auxiliary aids and services are available upon request to assist individuals with disabilities.

Copyright © State of New Jersey
 Department of Labor and Workforce Development, 1 John Fitch Plaza, P.O. Box 110 Trenton, NJ 08625-0110
 Email: Constituent_Relations@dnr.state.nj.us

Hudson Insurance Company (NAIC #25054)

BUSINESS ADDRESS: 100 William Street, 5th Floor, New York, NY 10038. PHONE: (212) 978-2800. UNDERWRITING LIMITATION b/: \$39,890,000. SURETY LICENSES c,f/: AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, WA, WV, WI, WY. INCORPORATED IN: Delaware.

arcari iovino

ARCHITECTS PC

One Katherine Street
Little Ferry, NJ 07643

tel: 201.641.0600
fax: 201.641.0626

www.aiarchs.com

Reference Investigation

Project of Reference: Community Building, Hackensack- Demolition
Contact: Pradeep Kapoor- DMR Architects
Phone: 201-288-2600

The following are summary responses to questions asked of each contact listed as a reference within the Bidder's Qualification Form submitted with each Bidder's Bid.

1. Comment regarding the ability of the Contractor to adhere with the project schedule and budget.
Fine. Closing out job now. Project was in budget and on time.
2. Comment regarding the quality of workmanship.
It was a small job, but no issues with quality of work.
3. Comment regarding the process and position of Change Orders.
No change orders.
4. Comment on responsiveness to Owner / Architect contacts.
Ok, no issues.
5. Comment on Contractors control of subcontractors.
Fine.
6. Additional Comments.
If had to give one negative, would say that contractor is sloppy with paperwork. "Not into paperwork", which was ok because too much paperwork can often lead to change orders.

arcari iovino

ARCHITECTS PC

One Katherine Street
Little Ferry, NJ 07643

tel: 201.641.0600
fax: 201.641.0626

www.aiarchs.com

Reference Investigation

Project of Reference: Westfield B.O.E. Toilet Renovation

Contact: George Duthie- FVHD Architects

Phone: 609-883-7101

The following are summary responses to questions asked of each contact listed as a reference within the Bidder's Qualification Form submitted with each Bidder's Bid.

1. Comment regarding the ability of the Contractor to adhere with the project schedule and budget.
Fine. Contractor had no issues staying on time and in budget.
2. Comment regarding the quality of workmanship.
Have to make sure to keep up with them on quality control; make sure they are sticking to what is on the drawings.
3. Comment regarding the process and position of Change Orders.
No change orders.
4. Comment on responsiveness to Owner / Architect contacts.
No issue.
5. Comment on Contractors control of subcontractors.
6. Additional Comments.
Nice folks, but you really have to watch them. Weak paperwork.

L

JOHN H. ALLGAIR, 1983-01
DAVID J. SAMUEL, P.E., P.P.
JOHN J. STEFANI, P.E., L.S., P.P.
JAY B. CORNELL, P.E., P.P.
MICHAEL J. McCLELLAND, P.E., P.P.
GREGORY R. VALES, P.E., P.P.



TIMOTHY W. GILLEN, P.E., P.P.
BRUCE M. KOCH, P.E., P.P.
LOUIS J. PLOSKONKA, P.E.
TREVOR J. TAYLOR, P.E., P.P.
BEHRAM TURAN, P.E.

September 13, 2013

Borough of South River
48 Washington Street
South River, New Jersey 08882

Attn: Fred Carr
Borough Administrator

Re: **Transportation Trust Fund
FY 2014 Local Aid Programs
South River, New Jersey
Our File No.: PSR00012.23**

*of
Consent Agenda
Resolution 23 Sept 2013
MEMO ON ITEM
ORD BUSINESS FYI
JUST FOR THE*

Fred

Dear Mr. Carr:

As you are aware, the NJDOT is accepting applications for Local Aid programs including Municipal Aid, Bikeway, Centers of Place, Safe Streets to Transit and Transit Villages for Fiscal Year 2014. Applications are to be completed and submitted through SAGE, the NJDOT on-line grant application website, by September 20, 2013.

It is our understanding the Borough would like to submit a grant application for the Caroline Drive. We can prepare the application and supporting documents for a cost not to exceed \$1,460.00.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

Bruce M. Koch

Bruce M. Koch, P.E., P.P., C.M.E.
Borough Engineer's Office

BMK/sm
cc: Mayor John Krenzel

