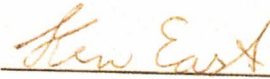


**GROUP AFFIDAVIT  
OF THE EATONTOWN SEWERAGE AUTHORITY  
2024-10-1**

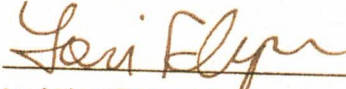
STATE OF NEW JERSEY    )  
  ) S.S.  
COUNTY OF MONMOUTH )

We, Members of the Eatontown Sewerage Authority, County of Monmouth, of full age, being duly sworn according to law, upon our oath, depose and say:

1. We are the Members of the Eatontown Sewerage Authority of the Borough of Eatontown.
2. In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Authority Audit filed with the Sewerage Authority pursuant to N.J.S.A. 30A:5-6 for the year of 2023.
3. We certify that we have personally reviewed and are familiar with, as a minimum, the Sections of the Annual Report of Audit entitled: "General Comments and Recommendations."



Ken East, Chairman



Lori Flynn, Vice-Chairman



Peter Berkley, Secretary

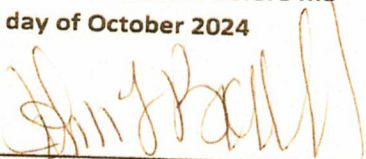


Jeanna Migliaccio, Assistant Secretary



Gregory Seitz, Member

Sworn to and subscribed before me  
this 8th day of October 2024



JOHN L. BONELLO, Esq.  
Attorney-at-Law, State of New Jersey

## GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT RESOLUTION

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the **Eatontown Sewerage Authority** pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Board of the **Eatontown Sewerage Authority**, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON OCTOBER 8, 2024.



CHAIRMAN

EATONTOWN SEWERAGE AUTHORITY

## **RESOLUTION 2024-10-03**

### **APPOINTING NEW EXECUTIVE DIRECTOR OF THE EATONTOWN SEWERAGE AUTHORITY**

**WHEREAS**, Theodore Lewis has retired from his position as Executive Director of the Eatontown Sewerage Authority; and

**WHEREAS**, Robert A. Vilee has been an administrative officer for many years with other sewerage authorities in the area and is familiar with the day-to-day operations of the Authority; and

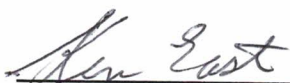
**WHEREAS**, Robert A. Vilee has agreed to accept the position of Executive Director of the Eatontown Sewerage Authority.

**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority as follows:


1. That Robert A. Vilee is hereby appointed as Executive Director of the Eatontown Sewerage Authority, effective September 24, 2024.
2. That Robert A. Vilee shall have all of the authority and perform all of the duties of the Executive Director in accordance with the terms of his Employment Agreement dated September 24, 2024.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley		X	X			
Lori Flynn						X
Ken East	X		X			
Greg Seitz			X			



CHAIRMAN



SECRETARY

DATED: October 8, 2024



## RESOLUTION 2024-10-04

### AUTHORIZING THE PURCHASE OF A NEW PUSH CAMERA AND POLE CAMERA

**WHEREAS**, it has been determined that the Authority is currently in need of a new push camera and pole camera; and

**WHEREAS**, the Authority is registered with Sourcewell, formerly NJPA, the cooperative purchasing program which allows government agencies to purchase items on state contract and forgoes the bid and solicitation process; and

**WHEREAS**, the Authority recently purchased a new camera truck through Sourcewell and have now been advised that delivery of the new camera truck will not occur until late spring/early summer of 2025; and

**WHEREAS**, the cost of a new push camera was already included with the current application to the Local Finance Board; and

**WHEREAS**, the additional cost for the purchase of a pole camera would be approximately \$20,000.00; and

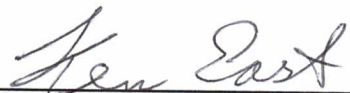
**WHEREAS**, it would be in the best interests of the Authority to purchase the push camera and pole camera at this time.


**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:

1. That the Authority shall purchase a new push camera and pole camera; with the push camera being purchased from this year's funding initiative with the Local Finance Board and the pole camera being purchased in an amount not to exceed \$20,000.00.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley	X		X			
Lori Flynn						X
Ken East			X			
Greg Seitz		X	X			

  
\_\_\_\_\_  
CHAIRMAN

  
\_\_\_\_\_  
SECRETARY

**DATED: October 8, 2024**

## RESOLUTION 2024-10-05

### AUTHORIZING THE EATONTOWN SEWERAGE AUTHORITY TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE CK04 – COOPERATIVE PRICING AGREEMENT

**WHEREAS**, N.J.S.A. 40a:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the County of Bergen, hereinafter referred to as the “Lead Agency” has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance #CK04 – a Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, on October 8, 2024, the governing body of the Eatontown Sewerage Authority, County of Monmouth, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

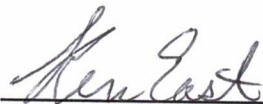
**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:


1. This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Eatontown Sewerage Authority.
2. Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Executive Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.
3. The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) and all other provisions of the revised statutes of the State of New Jersey.

4. This Resolution shall take effect immediately upon passage.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley		X	X			
Lori Flynn						X
Ken East	X		X			
Greg Seitz			X			

  
\_\_\_\_\_  
CHAIRMAN

  
\_\_\_\_\_  
SECRETARY

DATED: October 8, 2024



## RESOLUTION 2024-10-06

### AUTHORIZING THE EATONTOWN SEWERAGE AUTHORITY TO ENTER INTO THE NORTH JERSEY WASTEWATER COOPERATIVE PRICING SYSTEM AGREEMENT

**WHEREAS**, N.J.S.A. 40a:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Passaic Valley Sewerage Commission wishes to operate the North Jersey Wastewater Cooperative Pricing System, and has offered voluntary participation to the Eatontown Sewerage Authority for the purchase of goods and supplies; and

**WHEREAS**, on October 8, 2024, the governing body of the Eatontown Sewerage Authority, County of Monmouth, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision of goods and services.

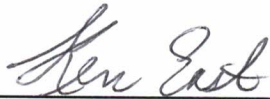
**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:

1. This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Eatontown Sewerage Authority.
2. Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Executive Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.
3. The Passaic Valley Sewerage Commission shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) and all other provisions of the revised statutes of the State of New Jersey.

4. This Resolution shall take effect immediately upon passage.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley		X	X			
Lori Flynn						X
Ken East	X		X			
Greg Seitz			X			



CHAIRMAN



SECRETARY

DATED: October 8, 2024

# RESOLUTION 2024-10-07

## AUTHORIZING THE PURCHASE OF A NEW UTILITY TRUCK

**WHEREAS**, the Eatontown Sewerage Authority is in need of a new four wheel drive utility truck;  
and

**WHEREAS**, the Authority has received a quote through the Bergen County Co-op for the purchase of a new 2024 Silverado 1500 4WD Truck in the amount of \$52,042.70.

**WHEREAS**, it has been determined that there are sufficient funds in reserve for the purchase of the truck; and

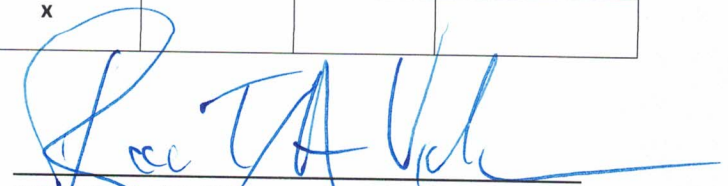
**WHEREAS**, it is in the best interests of the Authority to purchase a new four-wheel drive utility truck subject to available funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:

1. That the Authority shall purchase a new four-wheel drive utility truck through the Bergen County Co-Op subject to available funds.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						x
Peter Berkley		x	x			
Lori Flynn						x
Ken East	x		x			
Greg Seitz			x			



**ROBERT A. VILLEE**, Executive Director

DATED: October 8, 2024

**RESOLUTION 2024-10-08**

**AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN AND VERIFY DOCUMENTS  
SUBMITTED TO VARIOUS DEPARTMENTS OF THE STATE OF NEW JERSEY,  
COUNTY OF MONMOUTH AND OTHER OFFICES AND AGENCIES OF THE U.S.  
FEDERAL GOVERNMENT**

**WHEREAS**, it is necessary for the Eatontown Sewerage Authority to select an authorized representative to verify and sign documents submitted to various Departments of the State of New Jersey, County of Monmouth and to various offices and agencies of the United States Federal Government, as well as various contract documents of the Authority; and

**WHEREAS**, on October 8, 2024 at the monthly Commissioners meeting, the Board determined that the Executive Director would be the appropriate party to verify and sign documents on behalf of the Authority.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Eatontown Sewerage Authority, that Robert A. Vilee, Executive Director of the Eatontown Sewerage Authority, is hereby appointed and authorized signature and representative of the Authority for the above listed purposes.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						x
Peter Berkley	x		x			
Lori Flynn						x
Ken East			x			
Greg Seitz		x	x			



CHAIRMAN



SECRETARY

DATED: October 8, 2024



## RESOLUTION 2024-10-09

### AUTHORIZING THE PURCHASE OF COMPUTER SECURITY BACKUP

**WHEREAS**, the Eatontown Sewerage Authority has been presented with a proposal for security backup of all computerized documents and financial data; and

**WHEREAS**, the upgrade would allow for additional security of all of the Authority's documents and financial data as well as provide the necessary support for any future upgrades; and

**WHEREAS**, it has been determined that it is in the best interests of the Authority to enter into a contract for the annual subscription of both the backup essentials and recovery reserves for a one-year term in the total amount of \$2,305.54.

**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:

1. That the Authority shall enter into a contract with Metallic/SHI (Commvault) for a term of one year for the backup and security of all documents and financial data in the amount of \$2,305.54.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley	X		X			
Lori Flynn						X
Ken East			X			
Greg Seitz		X	X			

  
ROBERT A. VILLEE, Executive Director

DATED: October 8, 2024



## **RESOLUTION 2024-10-10**

### **AUTHORIZING THE AUTHORITY TO ENTER INTO A SHARED SERVICES AGREEMENT FOR THE USE OF MONMOUTH COUNTY'S OPEN PUBLIC RECORDS SEARCH SYSTEM-RECORDS INFORMATION MANAGEMENT MODULE**

**WHEREAS**, the Eatontown Sewerage Authority and the County of Monmouth would like to enter into an agreement whereby the County of Monmouth would provide, through the Open Public Records Search System – Records Information Management Module (hereinafter “OPRS-RIM”) for the inventory management, retention management and disposition management of official records and imaging module that includes scanning of paper records into TIFF images for long-term storage to the Authority; and

**WHEREAS**, the benefits of this agreement would be (a) the County of Monmouth, through the developer, Sunrise Systems, Inc., will provide all software, equipment (with the exception of the actual computer/printer/scanner), training and trouble-shooting to the Authority; (b) all images and documents stored remain the sole property of the Authority; and (c) because the Authority is responsible for the entry of the materials, the storage and ease of access to the documents makes this product cost effective; and

**WHEREAS**, the agreement, which can be terminated within 90-days by either party, will be for a term of September 1, 2024 through June 30, 2029 with maintenance due and owing for OPRS-RIM (for the Base Module and the Imaging Module) at the annual rate of \$3,500.00 payable to the County of Monmouth; and

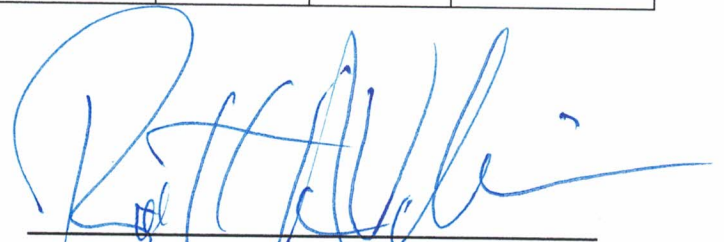
**WHEREAS**, it is in the best interests of the Authority to have this service for the storage of the scanned documents.

**NOW, THEREFORE, BE IT RESOLVED**, by the Eatontown Sewerage Authority, as follows:

1. That the Authority shall entered into a shared services agreement with the County of Monmouth for the use of the Open Public Records Search System-Records Information Module.
2. That the shared services agreement between the Authority and the City of Asbury Park shall commence September 1, 2024 and continue through June 30, 2029.
3. That the total amount paid to the County of Monmouth in accordance with the terms and conditions of the shared services agreement is \$3,500.00 annually.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute any and all documents necessary to effectuate this resolution.

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Jeanna Migliaccio						X
Peter Berkley		X	X			
Lori Flynn						X
Ken East	X		X			
Greg Seitz			X			



\_\_\_\_\_  
ROBERT A. VILLEE, Executive Director

**DATED: October 8, 2024**