

**TOWNSHIP OF FRANKLIN SEWERAGE AUTHORITY
70 COMMERCE DRIVE
SOMERSET, NEW JERSEY 08873-3470**

RE-ORGANIZATIONAL MEETING

~AGENDA~

February 3, 2026

6:00 PM

- 1. Call to Order (Temporary Chairperson)**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Temporary Chairperson's Statement**
- 5. Oath of Office – Teresa Ford (Expires 1/31/2031)**
- 6. Oath of Office – Arnold Schmidt (Expires 1/31/2031)**
- 7. Oath of Office Robert Kovacs (Expires 1/31/2031)**
- 8. Nominations for Chairperson**

Resolution: Chairperson

R E S O L U T I O N
02032026 - 1

RE: ELECTION OF CHAIRPERSON

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that _____ be and is hereby elected Chairperson of the Township of Franklin Sewerage Authority and shall hold office until the first day of February, next ensuing and/or until his respective successor shall have been appointed and have qualified.

9. Nominations for Vice-Chairperson

Resolution: Vice-Chairperson

R E S O L U T I O N
02032026- 2

RE: ELECTION OF VICE-CHAIRPERSON

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that _____ be and is hereby elected Vice-Chairperson of the Township of Franklin Sewerage Authority and shall hold office until the first day of February next ensuing and/or until his respective successor shall have been appointed and have qualified.

10. Nomination for Secretary-Treasurer

Resolution: Secretary-Treasurer

R E S O L U T I O N
02032026 - 3

RE: ELECTION OF SECRETARY-TREASURER

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that _____ be and is hereby elected Secretary-Treasurer of the Township of Franklin Sewerage Authority and shall hold office until the first day of February next ensuing and/or until his respective successor shall have been appointed and have qualified.

11. Nomination for Assistant Secretary-Treasurer

Resolution: Assistant Secretary-Treasurer

R E S O L U T I O N
02032026- 4

RE: ELECTION OF ASSISTANT SECRETARY-TREASURER

BE AND IT IS HEREBY RESOLVED by the Township of Franklin

Sewerage Authority in the County of Somerset that _____
be and is hereby elected Assistant Secretary-Treasurer of the Township of Franklin
Sewerage Authority and shall hold office until the first day of February next
ensuing and/or until his respective successor shall have been appointed and have
qualified.

12. Resolution: Appointment of Consulting Engineering

R E S O L U T I O N
02032026 - 5

RE: APPOINTMENT OF CONSULTING ENGINEER

WHEREAS, there exists a need for Consulting Engineer services, and

**WHEREAS, the amount of the retainer in the contract is \$7,200 per annum,
and**

**WHEREAS, funds are available and have been budgeted for said services,
and**

**WHEREAS, local public contracts law (N.J.S.A. 40A: 11-1 et. seq.) requires
that the Resolution authorizing the award of contracts for "Professional Services"
without competitive bids and the contract itself must be available for public
inspection;**

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the
Township of Franklin Sewerage Authority in the County of Somerset, as follows:**

**1. The Chairperson and Secretary are hereby authorized and directed to
execute the attached contract with CME Associates.**

**2. This contract is awarded without competitive bidding as a "Professional
Service" in accordance with 40A:11-5 (1) (a) Local Public Contracts Law because
the services contained in the contract are specialized and qualitative in nature,
requiring expertise and extensive training which are to be performed by individuals
who have a prudent reputation in the particular field of endeavor and cannot be
reasonably described by written specifications and are to be performed by persons
licensed to practice their profession by the State of New Jersey.**

A notice of this action shall be printed once in the Courier News.

13. Resolution: Appointment of Auditor

R E S O L U T I O N

02032026 - 6

RE: APPOINTMENT OF AUDITOR

WHEREAS, there exists a need for auditing services, and

WHEREAS, the amount of the retainer in the contract is \$46,200.00 per annum, and,

WHEREAS, funds are available and have been budgeted for said services, and

WHEREAS, local public contracts law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for 'Professional Services' without competitive bids and the contract itself must be available for public inspection;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset, as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with Hodulik & Morrison, P. A. A division of PKF O'Connor Davies.

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A: 11-5 (1) (a) Local Public Contracts Law because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

2. A notice of this action shall be printed once in the Courier News.

Resolution: Appointment of General Counsel

R E S O L U T I O N

02032026 - 7

RE: APPOINTMENT OF GENERAL COUNSEL

WHEREAS, there exists a need for legal services, and

**WHEREAS, the amount of the retainer in the contract is \$9,000 per annum,
and**

**WHEREAS, funds are available and have been budgeted for said services,
and**

**WHEREAS, local public contracts law (N.J.S.A. 40A: 11-1 et. seq.) requires
that the Resolution authorizing the award of contracts for 'Professional Services'
without competitive bids and the contract itself must be available for public
inspection.**

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the
Township of Franklin Sewerage Authority in the County of Somerset, as follows:**

- 1. The Chairperson and Secretary are hereby authorized and directed to
execute the attached contract with Eric M. Bernstein & Associates,
L.L.C. for the period February 1, 2026 thru February 1, 2027, in
accordance with the terms and conditions currently in place for provision
of services of General Counsel attorneys at law of the State of New Jersey.**
- 2. This contract is awarded without competitive bidding as a "Professional
Service" in accordance with 40A: 11-5 (1) (a) Local Public Contracts
Law because the services contained in the contract are specialized and
qualitative in nature, requiring expertise and extensive training which are
to be performed by individuals who have a prudent reputation in the
particular field of endeavor and cannot be reasonably described by
written specifications and are to be performed by persons licensed to
practice their profession by the State of New Jersey.**
- 3. A notice of this action shall be printed once in the Courier News.**

14. Resolution: Official Depository

**R E S O L U T I O N
02032026 - 8**

RE: OFFICIAL DEPOSITORY

**BE AND IT IS HEREBY RESOLVED by the Township of Franklin
Sewerage Authority in the County of Somerset that the TD Bank be and is hereby
named as the official depository for the Township of Franklin Sewerage Authority.**

15. Resolution: Signatures

R E S O L U T I O N

02032026 – 9

RE: SIGNATURES ON CHECKS

WHEREAS, rules and regulations adopted by the Department of Community Affairs Division of Local Government Services, titled, "New Jersey Local Authorities Accounting Principles and Auditing Standards Manual," mandates that payment of claims by checks drawn on the Authority shall be signed by the Chairperson of the Authority the Secretary and an original countersignature by such other officer or official as designated by resolution.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that the following are authorized to sign checks on behalf of the Authority.

**Chairperson
Secretary / Treasurer
Executive Director / Special Project Manager
Acting Executive Director
Administrative Manager**

R E S O L U T I O N

02032026 - 10

16. RE: OFFICIAL NEWSPAPER

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that the Courier News or any other qualified official newspaper can be and is hereby designated as the official newspaper of the Township of Franklin Sewerage Authority.

17. Resolution: Reauthorize a Petty Cash Fund

RESOLUTION

02032026 – 11

Resolution to Reauthorize a Petty Cash Fund

WHEREAS, the Board of Commissioners have previously established a need to have readily available cash on hand for incidental cash outlays and an additional readily accessible checking account for other small and incidental charges; and

WHEREAS, it is the policy of the Authority to review the allowable and customary impressed balances of said accounts, such that they are consistent with the administrative needs of the Authority; and

WHEREAS, staff has reviewed and recommended to the Board of Commissioners that the existing allowable impressed balances of the aforementioned accounts are adequate and require no change in denomination.

NOW, THEREFORE, BE IT RESOLVED by the Franklin Township Sewerage Authority that the Executive Director be and is hereby authorized to maintain a Petty Cash Fund in the amount of \$250.00 for incidental cash outlays

18. Resolution: Re-Appointment of P.A.C.O. - Public Agency Compliance Officer

RESOLUTION
02032026 - 12

A Resolution to Re-Appoint Apryl L. Roach
as the Public Agency Compliance Officer for
The Franklin Township Sewerage Authority

WHEREAS, The Franklin Township Sewerage Authority a public body politic and corporate as prescribed in and governed by Title 40:14A; and

WHEREAS, the Affirmative Action Regulations of the State of New Jersey Affirmative Action Office address public agencies awarding contracts under P.L. 1975, Chapter 127 (N.J.A.C. 17:27) and further provide contract language and reporting procedures for entering into procurement, service and construction contracts; and

WHEREAS, regulations further provide for the annual designation of an officer or employee of the public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedures from contractors and to generally supervise the compliance procedures regarding the Affirmative Action Regulations.

NOW, THEREFORE, BE IT RESOLVED that the Franklin Township Sewerage Authority hereby recognizes and re-appoints Apryl L. Roach as the Public Agency Compliance Officer of the Authority effective February 1, 2026 to exercise the duties of a Public Agency Compliance Officer with specific relevance to the Authority's responsibility to generally supervise the compliance procedures regarding the Affirmative Action Regulations as it pertains to procurement, service and construction contracts.

BE IT FURTHER RESOLVED, that a certified true copy of this resolution will be forwarded to the Department of Treasury, Division of Purchase and Property Contract Compliance Unit EEO Monitoring Program, Post Office Box 236, Trenton, New Jersey 08625-0236.

19. Resolution: Bond Counsel Services

RESOLUTION
02032026 - 13

RE: APPOINTMENT OF BOND COUNSEL

WHEREAS, there exists a need for Bond Counsel services, and

WHEREAS, the amount of the retainer in the contract is with respect to the attached Agreement, and

WHEREAS, funds are available and have been budgeted for said services, and

WHEREAS, local public contracts law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset, as follows:

The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with Wilentz, Goldman & Spitzer P.A. , Attorneys at Law with offices at 90 Woodbridge Center Drive, Woodbridge New Jersey hereinafter designated as "Bond Counsel".

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5 (1) (a) Local Public Contracts Law because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

3. A notice of this action shall be printed once in the Courier News.

20. Resolution: Financial Consulting Services

R E S O L U T I O N

02032026 - 14

RE: APPOINTMENT OF FINANCIAL ADVISOR

WHEREAS, there exists a need for Financial Consulting services, and

WHEREAS, the amount of the retainer in the contract is not to exceed \$30,000 per annum, and

WHEREAS, funds are available and have been budgeted for said services, and

WHEREAS, local public contracts law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset, as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with NW Financial Group, LLC.

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5 (1) (a) Local Public Contracts Law because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

A notice of this action shall be printed once in the Courier News.

21. Appointment of Committees:

- Negotiation/Personnel
- Municipal Liaison
- Construction
- Safety

22. Motion to Open for Public Comment

23. Motion to Close Public Comment

24. Motion to Adjourn

IMPORTANT NOTE:

The February 3, 2026 Regular Monthly Board Meeting will be held immediately after the adjournment of the February 3, 2026 Re-Organization Meeting.