

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

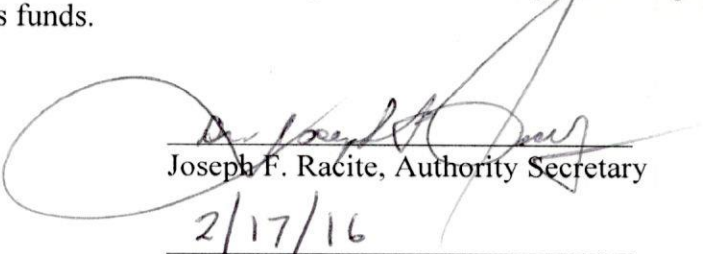
RESOLUTION 2016-11

ACCEPTANCE OF CASH MANAGEMENT PLAN

WHEREAS, the Carneys Point Township Sewerage Authority has developed a Cash Management Plan to govern its deposit requirements and limitations;

NOW BE IT THEREFORE RESOLVED, by the Board of the Carneys Point Township Sewerage Authority, County of Salem, that for the time period February 16, 2016 to February 20, 2017 the plan here following shall serve as the Cash Management Plan for the Carneys Point Township Sewerage Authority; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, Business Manager, and the Treasurer are directed to use this Cash Management Plan as a guide in depositing and investing the Authority's funds.



Joseph F. Racite, Authority Secretary

2/17/16

Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite		X	X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton			X			
Mr. Rullo			X			

**CASH MANAGEMENT PLAN OF THE CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
IN THE COUNTY OF SALEM, NEW JERSEY**

I. Statement of Purposes

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Carneys Point Township Sewerage Authority, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. Cash Management Policy

Objectives:

The Priority of Investing policies shall be in order of descending importance: security, liquidity and yield.

- a. Security: The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.
 - i. Credit Risk: Credit Risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:
 1. Limiting Investments to the safest types of securities
 2. Pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which an entity will do business.
 3. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
 - ii. Interest Rate Risk: Interest Rate Risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest Rate Risk may be mitigated by:
 1. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
 2. By investing operating funds primarily in shorter-term securities.
- b. Liquidity: The investment portfolio must remain sufficiently liquid to meet all cash requirements of the Authority. The portfolio should be structured so that the securities mature concurrent with cash needs to meet anticipated demands (static liquidity).

Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity).

- c. Yield: The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objective described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. The Chief Financial Officer shall carefully evaluate any investment offering above market yields. Securities shall not be sold prior to maturity with the following exceptions:
- i. A declining credit security could be sold early to minimize the loss of principal.
 - ii. A security swap would improve the quality, yield, or target duration in the portfolio.
 - iii. Liquidity needs of the local unit require that the security be sold.

III. Identification of Funds and Accounts to be Covered by the Plan

The Plan is intended to cover the deposit and/or investments of all Carneys Point Township Sewerage Authority funds and accounts including but not limited to:

Revolving Funds
Payroll Funds
Operating Funds
Developer Escrow Funds
Renewal & Replacement/Construction Fund
Grant Funds

IV. Designation of Officials of the Authority Authorized to Make Deposits and Investments Under the Plan

The Chief Financial Officer (Business Manager) and the Treasurer of the Authority (the "Designated Official") are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Sewerage Authority are directed to supply all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of the Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

V. Designation of Depositories

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

1. All eligible and qualified banks and trust companies in the State of New Jersey and the State of New Jersey Cash Management Fund and the New Jersey Asset & Rebate Management Program be and are hereby designated as depositories for the Carneys Point Township Sewerage Authority.
2. Prior to the deposit of any authority funds in the depositories, said banks shall file with the Business Manager a statement indicating that the bank is covered under the Governmental Unit Deposit Protection Act (R.S. 17:9-41).

VI. Authorized Investments

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- i. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- ii. Government money market mutual funds;
- iii. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- iv. Bonds or other obligation of the Local Unit or bonds or other obligations of school districts of which Local Unit is a part or within which the school district is located;
- v. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of Treasury for investment for Local Units;
- vi. Local government investment pools;
- vii. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (c. 52:18A-90.4); or
- viii. Agreements for the repurchase of fully collateralized securities if:
 1. the underlying securities are permitted investments pursuant to paragraphs (i) and (iii) of this subsection;
 2. the custody of collateral is transferred to a third party;
 3. the maturity of the agreement is not more than 30 days;
 4. the underlying securities are purchased through a public depository as defined in Section 1 of P.L., c.236 (C.17:9-41); and
 5. a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An Investment company or investment trust:

- I. Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.T. sec. 270.2a-7.
- II. The portfolio of which is limited to U.S. Government securities; and
- III. Which has:
 - a. Attained the highest ranking of the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - b. Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940", 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- I. Which is managed in accordance with 17 C.F.R. sec. 270.2a-7.
- II. Which is rated in the highest category by a nationally recognized statistical rating organization;
- III. Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- IV. Which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity, and yield of the investments;
- V. Which does not permit investments to instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- VI. Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c. 9 (C.49:3-56) and has at least \$25 million in capital stock or equivalent capitalization (if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

Any official involved in the designation of depositories or in the authorization for investments as permitted pursuant to section 8 of P.L. 1977, c.396 (c.40A:5-15.1), or any combination of the preceding or the selection of an entity seeking to sell an investment to the local unit who has a material business or personal relationship with that organization shall disclose that relationship to the governing body of the local unit and to the Local Finance Board or a county or municipal ethics board as appropriate.

VII. Safekeeping Custody Payment and Acknowledgment of Receipt of Plan

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Authority, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Authority to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Authority or by a third party custodian prior to or upon the release of the Authority's funds.

To assure that all parties with whom the Authority deals either by way of Deposits or Permitted Investments are aware of the Authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VIII. Reporting Requirements

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section IV hereof shall supply to the governing body of the Authority a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- a. The name of any institution holding funds of the Authority as a Deposit or a Permitted Investment;
- b. The amount of securities or Deposits purchased or sold during the immediately preceding month;
- c. The class or type of securities purchased or Deposits made;
- d. The book value of such Deposits or Permitted Investments;
- e. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month;
- f. The fees incurred to undertake such Deposits or Permitted Investments;
- g. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month;
- h. All other information which may be deemed reasonable from time to time by the governing body of the Authority.

IX. Authority Auditor

The Authority Investment practices (including compliance with N.J.S.A. 40A:5-14) and the agreement for banking services and compensation thereof shall be reviewed by the Authority Auditor as part of the annual audit, as required by N.J.S.A. 40A:5-4. Where a conflict exists between this Cash Management Plan and the State Statute, the applicable State Statute shall apply.

X. Surety Bonds

The Chief Financial Officer (Business Manager) and Treasurer shall be covered by surety bonds. During the annual audit, the Authority Auditor shall examine said bonds to determine that proper coverage has been obtained.

Staff members of the Chief Financial Officer's (Business Manager) office other than the Treasurer (see above) shall be covered by a public employee's faithful performance bond in the minimum amount of \$10,000.

XI. Term of Plan

This Plan is a resolution of the governing body of the Authority approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Authority's Commissioners, the Designated Official(s) is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

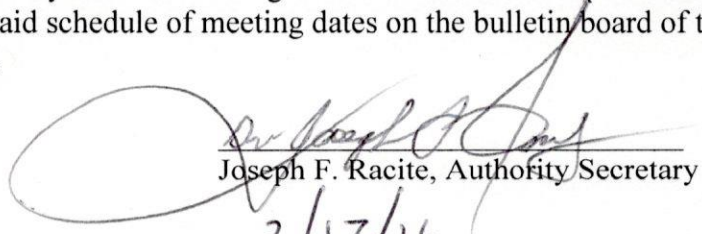
RESOLUTION 2016-12

COMPLIANCE WITH OPEN PUBLIC MEETING ACT

WHEREAS, the Carneys Point Township Sewerage Authority must take certain action in order to be in compliance with the Open Public Meeting Act:

NOW BE IT THEREFORE RESOLVED by the Carneys Point Township Sewerage Authority the following:

1. Regular Meetings will be held in the Municipal Building of Carneys Point Township, 303 Harding Highway, Carneys Point, NJ 08069.
2. Regular Meetings will be held at 5:30 p.m., January through December.
3. Regular Meetings will be held on the third Tuesday of each month.
4. The Reorganization Meeting will be held on the third Tuesday at the same location as the regular meetings, scheduled next year on February 21, 2017.
5. The Authority Business Manager is hereby designated to send copies of the schedule of meeting dates to the designated newspapers within seven days of adoption of this resolution.
6. The Authority Business Manager is further directed to post and maintain a copy of said schedule of meeting dates on the bulletin board of the Municipal Building.



 Joseph F. Racite, Authority Secretary
 2/17/16

 Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

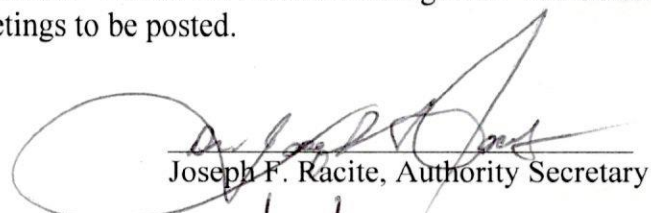
RESOLUTION 2016-13

OFFICIAL NEWSPAPERS

WHEREAS, the Carneys Point Township Sewerage Authority has designated newspapers for "Notice for Public Meetings Act" which are the South Jersey Times and the Elmer Times for the time period February 16, 2016 through February 20, 2017, and;

WHEREAS, the bulletin board in the lobby of the Carneys Point Township Municipal Building is designated for Public Notice of meetings held according to the Sunshine Law;

THEREFORE BE IT RESOLVED, that the Carneys Point Township Sewerage Authority has designated newspapers for "Notice for Public Meetings Act" and determined a place for Public Notice of meetings to be posted.



Joseph F. Racite, Authority Secretary
2/17/16

Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis		X	X			
Mr. Newton	X		X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-14

TAX SALE AUTHORIZATION

WHEREAS, the Committee of the Carneys Point Township Sewerage Authority, County of Salem, has an annual tax sale for delinquent sewer accounts, and does hereby authorize the creation and execution of a tax sale for delinquent sewerage accounts, and;

WHEREAS, by the Committee of the Carneys Point Township Sewerage Authority, County of Salem, an exception is created that any properties with partial balances from 4th quarter 2014 through 3rd quarter 2015 of \$25.00 or less be withheld from the tax sale and placed in the arrears accounts, and;

WHEREAS, by the Committee of the Carneys Point Township Sewerage Authority, County of Salem, a copy of this resolution be forwarded to the Tax Collector for records and guidance;

BE IT THEREFORE RESOLVED, by the Committee of the Carneys Point Township Sewerage Authority, County of Salem, that a tax sale of delinquent sewer accounts in the amount greater than \$25.00 will be held in the Municipal Building of Carneys Point Township during 2016.


Joseph F. Racite, Authority Secretary

2/17/16
Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

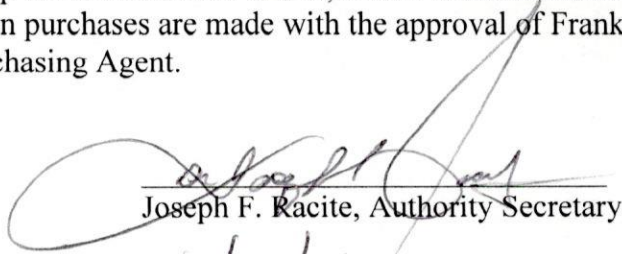
RESOLUTION 2016-15

QUALIFIED PURCHASING AGENT

WHEREAS, the Carneys Point Township Sewerage Authority has determined to keep the bid threshold at \$40,000.00, and;

WHEREAS, this bid threshold is in conformance with NJDLGS regulations, when purchases are made with the approval of Frank Hartman, the Authority's Qualified Purchasing Agent;

NOW BE IT THEREFORE RESOLVED, that the Carneys Point Township Sewerage Authority does hereby keep the bid threshold at \$40,000.00 in conformance with NJDLGS regulations, when purchases are made with the approval of Frank Hartman, the Authority's Qualified Purchasing Agent.



Joseph F. Racite, Authority Secretary
2/17/16

Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-16

APPOINTMENT OF AUTHORITY SOLICITOR

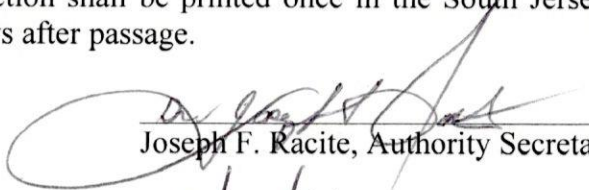
WHEREAS, the Carneys Point Township Sewerage Authority is empowered to retain the services of an Attorney licensed to practice law in the State of New Jersey; and

WHEREAS, State Law requires bids be solicited and received though the "Fair and Open" process and bids were received for the position in question; and

WHEREAS, the Local Public Contracts Law requires that the Resolution authorizing the award of contract for Professional Services and the contract itself must be available for public inspection; and

NOW, THEREFORE, BE IT RESOLVED by the Carneys Point Township Sewerage Authority, Township of Carneys Point, Salem County and State of New Jersey that:

1. Puma, Telsey & Rhea, P.A., an attorney licensed to practice law in the State of New Jersey be and is hereby appointed Solicitor for the Carneys Point Township Sewerage Authority to perform legal and consulting services for a 1-year term expiring February 20, 2017.
2. A notice of this action shall be printed once in the South Jersey Times, as required by law, within ten days after passage.



Joseph F. Racite, Authority Secretary
2/17/16

Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatani	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-17

APPOINTMENT OF AUTHORITY ENGINEER

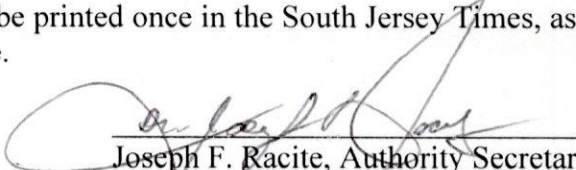
WHEREAS, the Carneys Point Township Sewerage Authority is authorized to retain the services of an Engineer in order to provide services to the Carneys Point Township Sewerage Authority; and

WHEREAS, State Law requires bids be solicited and received through the "Fair and Open" process and bids were received for the position in question; and

WHEREAS, the Local Public Contracts Law requires that the Resolution authorizing the award of contract for Professional Services and the contract itself must be available for public inspection;

NOW, THEREFORE, BE IT RESOLVED by the Carneys Point Township Sewerage Authority, Township of Carneys Point, Salem County and State of New Jersey that:

1. Sickels & Associates, Inc., is hereby appointed Authority Engineer for the Carneys Point Township Sewerage Authority to provide engineering services to Carneys Point Township Sewerage Authority for a 1-year term expiring February 20, 2017.
2. A notice of this action shall be printed once in the South Jersey Times, as required by law within ten days after passage.


Joseph F. Racite, Authority Secretary

2/17/16
Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatani	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-18

APPOINTMENT OF AUTHORITY ACCOUNTANT/ AUDITOR

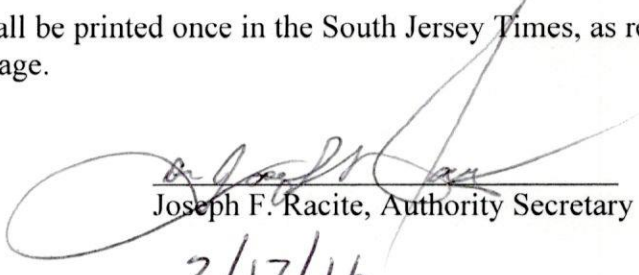
WHEREAS, there exists the need for an annual audit of the books and records of the Carneys Point Township Sewerage Authority by a Registered Municipal Accountant of New Jersey, as required by N.J.S.A. 40A:5-4; and

WHEREAS, State Law requires bids be solicited and received though the "Fair and Open" process and bids were received for the position in question; and

WHEREAS, the Local Public Contracts Law requires that the Resolution authorizing the award of contract for Professional Services and the contract itself must be available for public inspection; and

NOW, THEREFORE, BE IT RESOLVED by the Carneys Point Township Sewerage Authority, Township of Carneys Point, Salem County and State of New Jersey that:

1. Bowman & Company LLP, Registered Municipal Accountant in the State of New Jersey, is hereby appointed to audit the books and records of the Carneys Point Township Sewerage Authority for a 1-year term expiring February 20, 2017.
2. A notice of this action shall be printed once in the South Jersey Times, as required by law within ten days after passage.



Joseph F. Racite, Authority Secretary

2/17/16

Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-19

APPOINTMENT OF AUTHORITY BOND COUNSEL

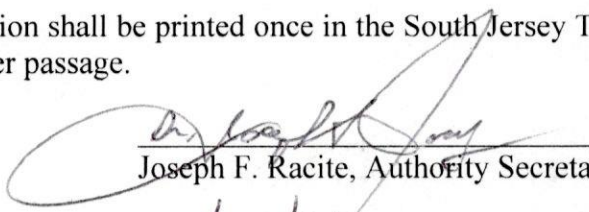
WHEREAS, the Carneys Point Township Sewerage Authority is authorized to retain the services of Bond Counsel in order to provide services to the Carneys Point Township Sewerage Authority; and

WHEREAS, State Law requires bids be solicited and received through the "Fair and Open" process and bids were received for the position in question; and

WHEREAS, the Local Public Contracts Law requires that the Resolution authorizing the award of contract for Professional Services and the contract itself must be available for public inspection; and

NOW, THEREFORE, BE IT RESOLVED by the Carneys Point Township Sewerage Authority, Township of Carneys Point, Salem County and State of New Jersey that:

1. Parker McCay P.A. is hereby appointed Bond Counsel for the Carneys Point Township Sewerage Authority for a 1-year term expiring February 20, 2017.
2. A notice of this action shall be printed once in the South Jersey Times, as required by law within ten days after passage.


Joseph F. Racite, Authority Secretary

2/17/16
Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatanis	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 2016-20

RISK MANAGEMENT CONSULTANT

WHEREAS, the Carneys Point Township Sewerage Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund, and;

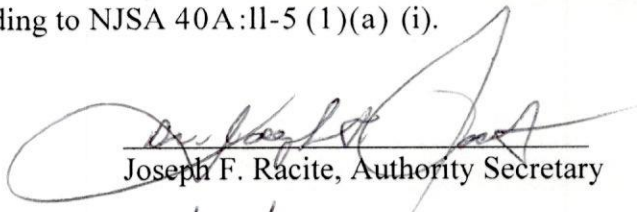
WHEREAS, the bylaws of said Funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Carneys Point Township Sewerage Authority does hereby appoint **Michael C. Avalone** of **Conner Strong & Buckelew** as its Risk Management Consultant in accordance with the Fund's bylaws for a 3-year period beginning March 20, 2016 and ending March 19, 2019; and

BE IT FURTHER resolved that the Governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1)(a) (i).



Joseph F. Racite, Authority Secretary

2/17/16
Date

Committee	Moved	Seconded	Y	N	Abstain	Absent
Dr. Racite			X			
Mr. Pelura			X			
Mr. Gatani	X		X			
Mr. Newton		X	X			
Mr. Rullo			X			

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 20th day of March, 2016, between the Carneys Point Township Sewerage Authority (hereinafter referred to as AUTHORITY) and Conner, Strong & Buckelew (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Utility Municipal Joint Insurance Fund, and;

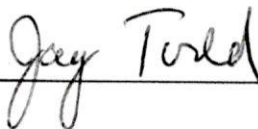
WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held February 16th, 2016 and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein agree as follows:

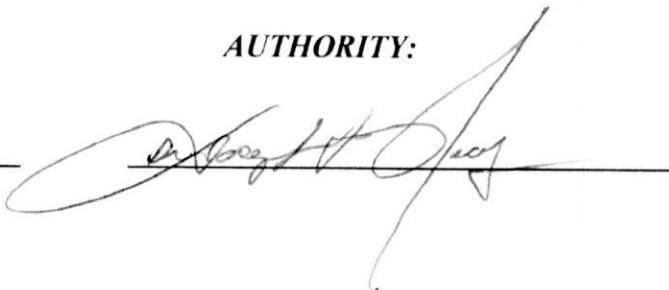
- I. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a) Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b) Assist the AUTHORITY in understanding the various coverages available from the New Jersey Utility Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c) Review with the AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverages outside the FUND.
 - d) Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f) Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.
 - g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.

- h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.
 - i) Perform any other risk management related services required by the FUND's bylaws.
- 2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
 - a) The CONSULTANT shall be paid by the AUTHORITY a fee as compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
 - b) For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
 - c) If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY, in addition to actual expenses incurred.
- 3. The term of this Agreement shall be three (3) years, starting March 20, 2016 and ending March 19, 2019. However, this Agreement may be terminated, with cause, by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:



AUTHORITY:



ATTEST:

CONSULTANT:
