

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: Freehold Twp. COUNTY: Monmouth

RECIPIENT: Keyport COUNTY: Monmouth

BRIEF DESCRIPTION OF SERVICE:

Water - Sewer Licensed operational services

EFFECTIVE DATE: 1/1/2016

EXPIRATION DATE: 12/31/2016

Please submit this cover sheet with shared service agreement either via email to EGG@dca.state.nj.us or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

**SHARED SERVICES AGREEMENT
BETWEEN FREEHOLD TOWNSHIP & KEYPORT BOROUGH -
LICENSED OPERATIONAL SERVICES FOR
KEYPORT WATER-SEWER UTILITIES**

THIS SHARED SERVICES AGREEMENT is effective the 1st day of January, 2016 between TOWNSHIP OF FREEHOLD, a municipal corporation of the State of New Jersey and BOROUGH OF KEYPORT, a municipal corporation of the State of New Jersey;

The purpose of this Agreement is for Freehold Township to provide Licensed Operational Services for Keyport Water-Sewer Utilities according to the following:

1. This Agreement shall take effect January 1, 2016 and shall expire December 31, 2016. Either municipality may terminate this Agreement by giving 30 days advanced written notice to the other party.
2. The following Freehold Township staff members with associated New Jersey State Operational Licenses will be available under the supervision of Freehold Township for oversight of the Keyport Borough's Utility:

<u>Freehold Township Utilities Staff</u>	<u>Licenses</u>
Robert J. Koches, Superintendent of Water and Sewer	T-4, C-3 & W-4
James Alexander, Supervisor of Water and Sewer	T-3, C-2 & W-2
Timothy Keune, Supervisor of Water and Sewer	T-2, C-3 & W-3
John Molnar, Supervisor of Water and Sewer	T-2, C-2 & W-2

Freehold Township reserves the right to substitute personnel for each of the positions, provided any replacement personnel hold the same or superior licensing and hold the same position of responsibility with the Township.

3. Freehold Township further offers equipment, owned and operated by the Freehold Township Utilities Department, for use by the Borough of Keyport on a scheduled or as-needed basis or for emergencies. The following equipment is available at the corresponding daily rates:

<u>Freehold Township Equipment</u>	<u>Daily Rate</u>
Sewer jet-vac truck with 2-man crew	\$1,350.00
Closed-circuit television camera truck	\$1,100.00

Freehold Township reserves the right to retire, replace or not to replace any listed equipment.

4. The rate for Operational Services using the above-referenced staff will be \$2,244.00 per month (\$26,928.00 per year) and will be billed monthly by the Township.
5. Payment shall be due from Keyport within 30 days of the date of billing.

cc: C. Campbell
R. Koches
S. Maddaloni

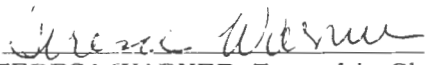
6. During the term of the Agreement and for one year past the expiration of the Agreement, Keyport Borough agrees not to employ any person who is a Freehold Township employee, subcontractor or agent who provides Water-Sewer Utilities services to Keyport Borough in accordance with this Agreement.
7. It is agreed that no employer/employee relationship will exist between the Freehold Township employees and Keyport Borough. Freehold Township agrees to maintain all required insurance on its employees, including workers' compensation insurance

IN WITNESS WHEREOF, parties have hereunto caused this instrument to be signed by the proper authorized parties and have caused their proper seals to be affixed hereto as of the date and year first above written.

TOWNSHIP OF FREEHOLD



THOMAS L. COOK, Mayor



TERESA WARNER, Township Clerk

BOROUGH OF KEYPORT



HARRY AUMACK, II, Mayor



VALERIE HEILWEIL, Borough Clerk

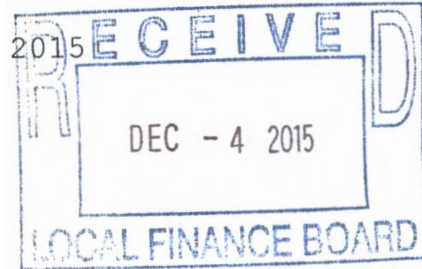
TOWNSHIP OF FREEHOLD



MAYOR
Thomas L. Cook
TOWNSHIP COMMITTEE
Anthony J. Ammiano, Deputy Mayor
Barbara J. McMorrow
Lester A. Preston, Jr.
David M. Salkin

"Preserving and Enhancing the Quality of Life"

November 25, 2015



Share sew

Keyport Borough
Stephen J. Gallo, Borough Clerk
70 West Front Street
Keyport, NJ 07735

RE: R-15-268

Dear Mr. Gallo:

The Township Committee of the Township of Freehold adopted the above-referenced resolution at its November 24, 2015 meeting.

In accordance with the provisions of the resolution, enclosed please find a certified copy.

Also enclosed are 2 copies of the agreement, executed by the Township. Please return one agreement for our files once executed by your office.

If you have any questions, please do not hesitate to call my office.

Very truly yours,

Terry Warner
Township Clerk

TAW/lof

Encl.

Cc: P. Valesi, Freehold Twp. Administrator
Division of Local Government Services
C. Campbell, CFO
B. Koches, Superintendent of Utilities



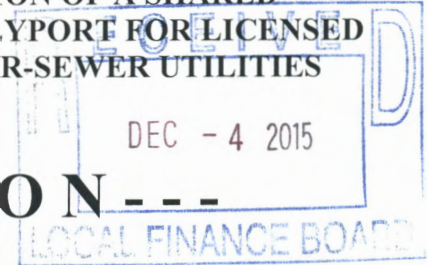
Resolution of the Township of Freehold

Monmouth County, New Jersey

No: R-15-268

Date of Adoption: November 24, 2015

TITLE: RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH BOROUGH OF KEYPORT FOR LICENSED OPERATIONAL SERVICES FOR KEYPORT WATER-SEWER UTILITIES



--- RESOLUTION ---

WHEREAS, the Township of Freehold and the Borough of Keyport are interested in Freehold Township continuing to provide Licensed Operational Services for Keyport Borough Water-Sewer Utilities; and,

WHEREAS, this cooperative Agreement would be beneficial to the taxpayers in both municipalities; and,

WHEREAS, Freehold Township and Keyport Borough have reached an Agreement detailing specifics of the services to be provided and costs for same;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Freehold that said Agreement is hereby authorized to be executed;

BE IT FURTHER RESOLVED that a copy of the Agreement shall be maintained in the Township Clerk's Office upon passage of this Resolution and available for public inspection;

BE IT FURTHER RESOLVED that, pursuant to NJS 40A:65-1, a certified copy of the within Resolution shall be forwarded to New Jersey Department of Community Affairs, Division of Local Government Services;

BE IT FURTHER RESOLVED that a certified copy of the within Resolution and copy of the Agreement be forwarded to the Keyport Borough Administrator, Freehold Township Administrator, Freehold Township Superintendent of Utilities and Freehold Township Director of Finance.

No. R-15-268

VOTE OF THE TOWNSHIP COMMITTEE							
COMMITTEEMAN	I	S	Y	N	NV	AB	
Mr. Ammiano			X				
Mrs. McMorrow	X		X				
Mr. Preston		X	X				
Mr. Salkin			X				
Mayor Cook			X				

I-Introduced By S-Seconded By X- Indicates Vote NV- Not Voting AB- Absent