

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

September 21, 2016

I. and II. Opening and Attendance at Meeting.

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:00 p.m., prevailing time, on Wednesday, September 21, 2016, by the Treasurer, Mr. Booth in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by Mr. Brown. Mr. Blaisdell and Mr. George attended via telephonic communication. Mr. Mazza was absent.

In addition to the Members of the Authority hereinabove-stated, there were present at said Regular Meeting the following professional attaches: Executive Director, Joseph A. Martone; John L. Bonello, Esq., Authority Counsel; Sue Brasefield and John Von Dorpe, of the firm Maser Consulting, Authority Engineer's; David Kaplan, of the firm Wiss & Co., Authority Auditor; Laurie Hartnett, PCC Officer; Thomas Roguski, Staff Engineer; and Elisabete Vieira, Secretary.

III. Announcement Pursuant to New Jersey Open Public Meeting Act.

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2016, has been provided by publication thereof in the *Link* on February 25, 2016, as a "legal" advertisement and in the *Asbury Park Press* on February, 20 2016, as a "legal" advertisement and by forwarding duplicates thereof on February 19, 2016, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation.

Mr. Lepore from 38 Ocean Terrace addressed the board.

Mr. Lepore questioned item # 7 on the correspondence. Mr. Roguski explained that this is regarding the four developers for North Bath and Pavilion. They resubmitted revised plans showing the offsite improvements needed to connect to the main sewer line. Mr. Lepore questioned the time frame for the application and Mr. Roguski stated that there are still a few documents missing so there is no definite time frame at this time.

Mr. Lepore then questioned if the letter was submitted regarding the Brighton Ave paving. Mr. Roguski explained that he had a meeting with the owner of the Brighton Ave project and also the Authority's contractor. The owner is aware that the sewer lines have to be installed prior to the starting of the paving.

Mr. Lepore had nothing further to discuss.

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain; the Public Participation portion of the Meeting was closed.

V. As to the Minutes of the Regular Meeting of August 17, 2016

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on August 17, 2016 to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

VI. As to the Minutes of the Executive Session held on August 17, 2016, if any

None

VII. Correspondence

The attached list of correspondence was reviewed by the Authority. Individual items were dealt with as follows:

Mr. Martone explained that item # 28 is a partial payment request for Gen II Contracting Company Inc.

Mr. Martone recommended the following resolution.

RESOLUTION

Mr. Brown offered the following Resolution and moved its adoption; seconded by Mr. Booth.

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #1, from Gen II Contracting Company Inc. for the Inlet Building Roof Replacement Project, and

WHEREAS, this request for payment is in the amount of \$51,804.76, and

WHEREAS, the Authority Staff Engineer, Thomas Roguski, has recommended payment of this request, per his letter dated September 20, 2016, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves payment of request #1 to Gen II Contracting Company, Inc. in the amount of \$51,804.76.

ROLL CALL:

Mr. Blaisdell	- AYE
Mr. George	- AYE
Mr. Booth	- AYE
Mr. Brown	- AYE
Mr. Mazza	- ABSENT

Date: September 21, 2016
R1.9-16
Exhibit A

Mr. Martone had nothing further to report under correspondence.

**LIST OF CORRESPONDENCE FOR REGULAR MEETING
LONG BRANCH SEWERAGE AUTHORITY**

September 21, 2016

- 1) Letter dated 08/16/16 received 08/16/16 from William Fitzgerald/ Monmouth University, re: New Stadium at Kessler Field/ Con. Fee and Inspection Escrow Received
- 2) Agenda and Reports for August 24, 2016 Toms River MUA
- 3) Letter dated 08/19/16 received 08/24/16 from Monmouth County Planning Board, re: Meeting Cancellation
- 4) Certified Letter dated 08/26/16 received 08/29/16 from Keith, Winters & Wenning LLC. Counsellor at Law, to West Long Branch Borough, re: Solly Araman / West Long Branch

Property / Applicant requires variances to construct a four foot tall fence along Woodland Ave.

- 5) Certified Letter received on 08/29/16 from the City of Long Branch Zoning Board, re: Application from Checton & Ferri Realty Group has applied to the Zoning Board for a relief of condition from Zoning Board Resolution of March 28, 1988 which restricts the commercial property located at 215 Brighton Ave from being used by more than one single tenant.
- 6) Invitation received 08/31/16 from the NJUAJIF, re: 24th Annual 2016 Safety Expos to be held on June 24, 2016
- 7) Letter dated 09/06/16 received 09/06/16 from InSite Engineering, re: Beachfront South Offsite Sewer Extension / NJDEP Treatment Works Application
- 8) Letter dated 09/02/16 received 09/06/16 from InSite Engineering, re: Utility Sewer Availability Request for Ocean Blvd, Cooper Ave and Witmer Place/ Block 306 Lot 1.01 Block 307 Lots 13-16, 18-22
- 9) Notice of Violations and order to Correct received 09/06/16 from the City of Long Branch Office of the Fire Marshall, re: Failed inspections / violation report was issued with the order to correct
- 10) Letter dated 09/07/16 received 09/07/16 from USW (United SteelWorkers) re: Updating the bargaining unit employees
- 11) Certified legal notice received 09/12/16 from the City of Long Branch Planning Board, re: proposed mixed-use building, containing retail and religious/ institutional uses/ located at 602-624 Ocean Ave/ Block 124 Lots 3, 4, 5.01 and 5.02
- 12) Certified legal notice received 09/12/16 from West Long Branch Borough, re: Application of NY SMSA Limited Partnership d/b/a Verizon Wireless for Premises 15 Oceanport Ave / Block 13 Lots 9 & 10
- 13) Letter dated 09/12/16 received 09/14/16 from Dynamic Engineering, re: Proposed Residential Development/ Takanassee Developers LLC. / Ocean Ave/ Block 60 Lots 11,11.02,12.01,12.02 & 13
- 14) Letter dated 09/06/16 received 09/15/16 from Qual-Lynx, re: Jif Insurance/ Claim #Z33224
- 15) Certified letter received 09/15/16 from Borough of West Long Branch, re: new application for 46 Maryland Ave/ WLB Borough
- 16) Agenda & Reports for Toms River MUA meeting received 09/15/16, re: Meeting

- 17) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Electrical Maintenance Services
- 18) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering Sodium Hypochlorite
- 19) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering Odor Control Media
- 20) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering Dry Polymer
- 21) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Removal, Transport and Disposal of Sand, Grit and Bar Screen Screenings
- 22) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering (Thioguard) Magnesium Hydroxide Slurry
- 23) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering Aluminum Hydroxide Chloride
- 24) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Road Restoration (Infrared Paving Restoration)
- 25) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing and Delivering Emulsion Type Polymer
- 26) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Furnishing Pump and Motor Repairs and Purchase of New Pumps and Motors

ADDITIONAL CORRESPONDENCE

- 27) Letter dated 09/13/16 received 09/19/16 from Allied World, re: 2014 Collection System Rehabilitation Project/ Surety Bond
- 28) Letter dated 9/20/16 received 9/20/16 from the Authority Staff Engineer, re: Inlet Building Roof Replacement Project Payment Request
- 29) Certified letter received 09/21/16 from the City of Long Branch Zoning Dept, re: New application for 55 Pullman Ave/ Block 56 Lot 13/ Application to build two-story single dwelling with paved driveway and swimming pool

ACTION

On Motion by Mr. Blaisdell, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the attached List of Correspondence was ordered, received, and filed.

VIII. Report of Executive Director for August, 2016

Mr. Martone stated that the Authority has to bid the following annual contracts for the year 2017: Sodium Hypochlorite, Magnesium Hydroxide, Aluminum Hydroxide Chloride, Dry Polymer, Emulsion Polymers, Sand and Grit Removal, Pump and Motor Repair and New Motors Purchase, Road Restoration, Electrical Services, Sanitary Sewer System Repair, Surveillance camera maintenance and Odor Control Media. All bid specs have been prepared, advertised and are scheduled to be bid on October 5, 2016.

Mr. Martone had nothing further to report.

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the report of the Executive Director, as prepared and submitted, is hereby approved and ordered received and filed and made part of the Minutes of this Meeting.

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of August, 2016

The following Resolution was moved by Mr. George, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 20th DAY OF SEPTEMBER 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of September 2016 are found regular and payment of each and all, thereof is authorized to be paid out of the Revolving Fund, General Funds, Revenue Fund or Collection Account as indicated on the said List of Bills attached to the Executive Director's Report.

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since August 17, 2016

Mr. Bonello explained that he is still working on the easement for Lake Avenue.

Mr. Bonello stated that he also sent a draft of the Developers Agreement to the lead attorney of the four developers for North Bath and Pavilion and has yet to hear back.

He had nothing further to report.

On Motion by Mr. Brown, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, all actions taken, and dispositions made by the Authority Counsel of and with regard to each and all of the foregoing items be, and they are in all respects approved, confirmed, and ratified.

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since August 17, 2016

Mr. Kaplan reported that he will meet with Mr. Martone and Mrs. Uyeyama regarding the budget which will be introduced at the October meeting.

Mr. Kaplan had nothing further to report.

On Motion by Mr. Brown seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, one absent, no abstain, all actions taken, and dispositions made by Authority Auditor of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

XII. As to Insurance Committee.

Status Quo

XIII. Report, if any, by Investment Committee.

The investments are as listed.

On Motion by Mr. George, seconded by Mr. Booth, and passed by the affirmative vote of three members present, no nays, one absent, one abstain (Mr. Brown); the Authority Investments were approved and made.

XIV. Transfers, if any.

The transfers are as listed.

The following Resolution was moved by Mr. Blaisdell, seconded by Mr. Booth, and passed by the affirmative vote three members present, no nays, one absent, one abstain (Mr. Brown), approving the Authority Transfers for the month of August 2016 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 21st DAY OF SEPTEMBER 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of August 2016 as submitted by the Executive Director and orders said report received and filed.

XV. Old Business.

A. Engineer's Report on Redevelopment Projects

Mr. Roguski stated as he mentioned above the developers for North Bath and Pavilion resubmitted revised plans which are under review at this time.

B. Future Capital Improvement Program

Status Quo

C. Flood Barriers

Mr. Roguski explained that the contractor has committed to come in next week and go over all the final punch items to finalize and complete this project.

D. Collection Systems Rehabilitation

Mr. Van Dorpe explained that he received a cost estimate for the manhole rehabilitation at Park Ave as opposed to the replacement. He will meet with the Authority staff engineer and Mr. Martone to discuss. Lastly he explained that PM Construction will be doing the final paving at Liberty Street sometime next month and a final change order will be presented at next months meeting.

Mr. Martone stated that there is a bill for the engineers that the Authority is holding at this time because the approved amount has been met. Mr. Martone suggested that a change order request be created showing any additional cost and reasons for the costs.

E. Electrical Substation

Mr. Roguski said the engineers design is progressing and by next month about 60% should be completed.

XVI. New Business

Mr. Martone stated that there is a small issue at 248 Cedar Ave. He explained that there is a manhole in the back of this property that was located under a trunk of a large tree. The Authority has an easement for that property and will have to decide what is best for both the customer and the Authority to get this manhole uncovered and cleared.

XVII. Miscellaneous Suggestions for the Good of the Authority

None

XVIII. Adjournment at 3:20 p.m.

There being no further business, on Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the meeting was adjourned at 3:20 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director