

**AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting**

January 25, 2017

I. Opening of meeting at _____ p.m. by _____

II. Notation of attendance

Name	Position	In	Out
L. Frank Blaisdell	Chairman		
Thomas George	Vice-Chairman		
David Brown	Secretary		
Michael Booth	Treasurer		
James Mazza	Asst. Secretary/ Treas.		
Joe Martone			
Laurie Hartnett	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Susan Brasefield	Engineer		
Thomas Roguski	Staff Engineer		
Liz Vieira	Secretary		

III. Announcement by presiding officer, pursuant to New Jersey Open Public Meetings Act, that

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

Motion by _____, seconded by _____ that this item of the Agenda be closed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of December 21, 2016

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, December 21, 2016, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on December 21, 2016, if any (YES)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on December 21, 2016, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

Motion by _____, seconded by _____, as to items to be received and filed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

January 18, 2017

1. Copy of a letter dated 12/21/16 from Thomas Roguski, PE, CME to Christopher Bednarski, PE, In-Site Engineering, LLC, re: Pier Village – Phase III
2. Bulletin dated 12/22/16 received 12/23/16 from New Jersey Utility Authorities Joint Insurance Fund, re: 01/01/2017 – 01/01/2018 Insurance Program
3. Bulletin dated 12/22/16 received 12/23/16 from New Jersey Utility Authorities Joint Insurance Fund, re: 01/01/2017 – 01/01/2018 Insurance Program - Certificates
4. Letter dated 12/22/16 received 12/23/16 from Waters, McPherson, McNeil, P.C., re: 2017 Proposal to provide Bond Counsel
5. Letter dated 12/21/16 received 12/23/16 from Manna & Bonello, re: Professional Appointment for 2017 for Counsel
6. Copy of 2017 Authority Budget of the Long Branch Sewerage Authority from the Department of Community Affairs
7. Letter dated 12/22/16 received 12/28/16 from New Jersey Utility Authorities Joint Insurance Fund, re: 2017 Budgets
8. Letter dated 12/27/16 received 12/28/16 from New Jersey Utility Authorities Joint Insurance Fund, re: Reorganization Meeting, Wed. Jan. 25, 2017
9. Letter dated 12/28/16 received 12/28/16 from New Jersey Utility Authorities Joint Insurance Fund, re: 2017 Election of Officers, Executive Committee and Alternates
10. Affidavit of Publication dated 12/28/16 received 12/30/16 from the Asbury Park Press, re: January Meeting Dated Change
11. Letter dated 12/23/16 received 12/30/16 from Lawes Environmental Services, LLC, re: Property Sweep of 196 Long Branch Avenue
12. Letter dated 12/29/16 received 01/02/17 from Apruzzese, McDermott, Mastro & Murphy; re: 2017 Proposal to provide Labor Counsel

13. Certified Notice of Hearing received 01/03/17 from Borough of West Long Branch; re: preliminary and final site plan approval; bulk variances for impervious coverage /Monmouth University/ 400 Cedar Ave / Block 39 Lot 8
14. Certified Public Notice received 01/03/17 from the city of Long Branch; re: Variance and waivers request not to remove existing driveway to reduce impervious coverage for Block 100 Lot 32 / 600 Woodgate Ave
15. Letter dated 12/27/16 received 01/02/17 from Maser Consulting, re: 2017 Proposal for Authority Engineer
16. Application for unit change dated 01/03/17 received 01/05/17 from Kevin Lotosky/ 559 Second Ave / Block 130 Lot 10 / Change request from 21 to 20 units
17. Copy of Letter dated 01/04/17 received 01/06/17 from Kathy Schmelz, to NJ Natural Gas, JCP & L & Comcast Cable, re: Vacation of Spruce Street
18. Copy of Letter dated 01/03/17 received 01/06/17 from Arcadis to Mr. Ahmad, re: Notification of Discontinuation of Remedial Equipment Treatment Works Approval (TWA) Permit No. TWA-06-0450/ Former Long Branch Manufactured Gas Plant (MGP) Site 145 Monmouth Ave
19. Letter dated 01/03/17 received 01/06/17 from State of NJDEP, re: Notice of Administrative Completeness Treatment works Approval Application No. 16-0521 Lake Takanassee Off-Site
20. Letter dated 01/03/17 received 01/06/17 from State of NJDEP, re: Notice of Administrative Completeness Treatment works Approval Application No. 16-0520 Lake Takanassee Off-Site
21. Letter dated 12/30/17 received 01/06/17 from State of NJDEP, re: Laboratory Certification Number 13270 / On- Site Audit Report
22. Letter received on 01/09/17 from John Palmer, re: Maintenance and Testing of Backflow Prevention Devices code
23. Certified letter received 01/09/17 from Borough of WLB Zoning, re: Application to Construct basketball court at 32 Palmer Ave/ Not LB Sewer
24. Letter dated 01/06/17 received 01/09/17 from InSite Engineering, re: Beachfront South: Offsite Sewer Extension
25. Certified letter received 01/11/17 from City of Long Branch Zoning, re: application variance to renovate and raise an existing single family home located at 8 MacArthur Way / Block 396 Lot 4

26. Copy of letter dated 01/11/17 received 01/11/17 from Tom Roguski Authority Engineer to Jason Fichter InSite Engineering, Re: Beachfront South –Offsite Sanitary Sewer Extension
27. Letter dated 01/11/17 received 01/13/17 from Duke’s Root Control, re: Sewer Line Root Control Project/ Survey
- ACTION** 28. Letter dated 01/17/17 received 01/17/17 from Maser Consulting, re: 2014 Collection System Rehabilitation Project/ Change order #3 request / Contract amount is staying the same
29. Affidavit of Publication dated 12/28/16 received 01/17/17 from the Link News, re: January Meeting Dated Change
30. Agenda and Reports for January 25, 2017 Toms River MUA

VIII. Report of Executive Director for December 2016

Motion by _____, seconded by _____ that the same, as prepared and submitted, is approved and ordered received and filed and made a part of the Minutes of this Meeting

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of December 2016 prepared and submitted by the Executive Director for approval, is found regular and payment of each and all thereof, be, and it is, hereby, authorized to be made out of funds of Authority as the same are, or may become, available for such purpose.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since December 21, 2016.

Motion by _____, seconded by _____ that all actions taken and dispositions made by Authority Counsel, of and with regard and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since December 21, 2016.

Motion by _____, seconded by _____ that all actions taken 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.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XII. As to Insurance Committee

1. Report, if any
2. Action, if any

XIII. Report, if any, by Investment Committee

Resolution by _____, seconded by _____ that the Investments be approved and made.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XIV. Transfers, if any

Resolution by _____, seconded by _____ that the List of Transfers, as submitted, is approved, ordered, received and filed and made a part of the Minutes of this Meeting.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XV. Old Business

A. Engineer's Report on Redevelopment Projects

1. Report, if any
2. Action, if any

B. Future Capital Improvement Program

1. Report, if any
2. Action, if any

Inlet Building Roof

1. Report, if any
2. Action, if any

Collection Systems Rehabilitation

1. Report, if any
2. Action, if any

Electrical Substation

1. Report, if any
2. Action, if any

XVI. New Business

XVII. Miscellaneous Suggestions for Good of Authority

XVIII. Adjournment at _____ o'clock p.m.

Motion by _____, seconded by _____ that
the meeting be adjourned.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

RESOLUTION

_____ offered the following Resolution and moved its adoption; seconded by

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has undertaken the 2014 Collection System Rehabilitation Project with PM Construction Corp.; and,

WHEREAS, the inspecting engineer for the project, Maser Consulting, has recommended the approval of Change Order Number #3, in his letter dated January 17, 2017, attached hereto and made a part hereof, which increases the amount by \$31,060.00 however with the four items that were reduced there wont be any alteration to the contract cost of \$3,246,207.96 as a result of this Change Order, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Change Order #3, attached hereto and made a part hereof, is hereby approved and that the Authority Executive Director is authorized to execute any documents necessary to effectuate this Resolution.

ROLL CALL:

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

Date: January 25, 2017

R

Exhibit

RESOLUTION

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

BE IT RESOLVED by the Long Branch Sewerage Authority that it hereby ratifies and approves the hiring of Michael Sheridan as Mechanic "B" effective January 25, 2017 at a rate of compensation of \$17.84 per hour. This employment is conditional upon Michael Sheridan successfully completing a pre-employment physical, drug, alcohol testing and background check.

ROLL CALL:

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

Date: January 25, 2017

R

RESOLUTION

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

WHEREAS, Laurie Hartnett has been appointed as the Authority Director, and, part of the Director's duties is to manage the Public Employees' Retirement System, and

WHEREAS, Marion Uyeyama, who is the certifying officer for the Public Employees Retirement System recommended that Laurie Hartnett be appointed as the Certifying Officer Supervisor for the Public Employees' Retirement System, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it hereby approves Laurie Hartnett as the Certifying Officer Supervisor for the Public Employees' Retirement System, effective February 1, 2017.

ROLL CALL:

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

Date: January 25, 2017

R

RESOLUTION

_____ offered the following Resolution and moved its adoption; seconded by _____

WHEREAS, the Long Branch Sewerage Authority (hereinafter the “Authority”) has entered into an agreement with the New Jersey Utility Authorities Joint Insurance Fund (NJUAJIF) effective January 1, 2012 to cover it’s insurance needs, and

WHEREAS, as per the Fund Bylaws, the Authority must appoint a Safety Delegate to work with the NJUAJIF’s Safety Services, JA Montgomery Risk Control, for development of safety awareness and safer work practices, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Glenn Gried is hereby designated Safety Delegate replacing Mrs. Hartnett, as per the Bylaws of NJUAJIF.

ROLL CALL:

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

Date: January 25, 2017
R

RESOLUTION

_____ offered the following Resolution and moved its adoption; seconded by

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") has entered into an agreement with the New Jersey Utility Authorities Joint Insurance Fund (NJUAJIF) effective January 1, 2012 to cover it's insurance needs, and

WHEREAS, as per the Fund Bylaws, the Authority must appoint a Fund Commissioner who will receive the minutes and be kept apprised of the NJUAJIF meetings, and,

WHEREAS, Laurie Hartnett was appointed the Executive Director on January 1, 2017, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority Mrs. Hartnett, Executive Director are hereby designated Fund Commissioners replacing Mr. Martone as per the Bylaws of NJUAJIF.

ROLL CALL:

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

Date: January 25, 2017

R

RESOLUTION

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

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in various circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority as follows:

1. The Public shall be excluded from discussion and action upon the hereinafter subject matters.

2. The general nature of the subject matter to be discussed is as follows:

3. It is anticipated at this time that the above-stated subject matters will be made public when the matters are resolved.

4. This Resolution shall take effect immediately.

ROLL CALL:

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

Date:
ResExSess